## DOCUMENT RESUME

| | |
|---|---|
| ED 055 569 | HE 002 631 |
| AUTHOR | Cordes, David C. |
| TITLE | An Introduction to Project PRIME and CAMPUS MINNESOTA. Project PRIME Report, Number 2. |
| INSTITUTION | Minnesota Higher Education Coordinating Commission, St. Paul. |
| REPORT NO | PRIME-2 |
| PUB DATE | Nov 70 |
| NOTE | 173p. |
| EDRS PRICE | MF-$0.65 HC-$6.58 |
| DESCRIPTORS | *Computer Oriented Programs; *Computers; *Educational Planning; *Higher Education; Models; *Planning; Research; Simulation |
| IDENTIFIERS | *Minnesota University (CAMPUS M) |

ABSTRACT

PRIME is an acronym for Planning Resources in Minnesota Education. The project's primary objective is to test the implementation of CAMPUS (Comprehensive Analytical Methods for Planning University Systems) in one State College, one Junior College, and in one school at the University of Minnesota. The CAMPUS model was developed by the Institute for Policy Analysis in the University of Toronto and through a Ford Foundation grant made available to the public. The latest model, CAMPUS-V, was programmed on an IBM 360/85 computer. CAMPUS-MINNESOTA (CAMPUS-M) is identical to CAMPUS-V except it is operational on the University of Minnesota's CDC 6600 Computer. CAMPUS-M is a resource simulation model with the ability to represent "reality" in considerable detail. This report discusses: (1) the inputs needed for a single course or activity; (2) the process in terms of (a) instruction programs; (b) support programs; and (c) research and public service programs; (3) the 3 major groupings of output: input data reports, cost center reports, and overtime reports; (4) some areas where the model may be a valuable tool for analysis; and (5) the research in progress, including program costing, resource analysis models in higher education, analysis of faculty activities, faculty activity information system, and curriculum cost benefit analysis. Exhibits and input data sheets are included in the report. (AF)

# PROJECT PRIME

## Planning Resources In Minnesota Education

ED0 55569

Project PRIME Report No. 2

# An Introduction to Project PRIME and CAMPUS MINNESOTA

David C. Cordes

November 1970

Project PRIME Research Coordinated by the
Minnesota Higher Education Coordinating Commission

HE002 263

# An Introduction to Project PRIME and CAMPUS MINNESOTA

## I. BACKGROUND

PRIME is an acronym for Planning Resources in Minnesota Education. Project PRIME is a one year project jointly funded by the Minnesota State College System, Minnesota Junior College System, the University of Minnesota, the Hill Family Foundation, and the Minnesota Higher Education Coordinating Commission. The project's primary objective is the test implementation of CAMPUS (Comprehensive Analytical Methods for Planning University Systems) in one State College (Bemidji - Behavioral Science Division), in one Junior College (Lakewood) and in one school at the University of Minnesota (School of Business Administration).[1]

The CAMPUS model was developed under a Ford Foundation Grant by the Institute for Policy Analysis in the University of Toronto. The Institute has an extensive research program entitled "Systems Analysis for Efficient Resource Allocation in Higher Education." The program consists of six integrated projects: (1) Program Planning and Budgeting in Universities, (2) Planning and Financing Higher Education, (3) Models for University Planning (CAMPUS), (4) Integrated University Information Systems, (5) Models for planning and use of physical facilities, and (6) Planning and Management Systems for University Information Resource Centers.[2]

Because of the Ford Foundation Funding, the CAMPUS model is available to the public. The latest version available to the public is known as CAMPUS-V.[3] CAMPUS V was programmed on an IBM 360/85 computer. CAMPUS-MINNESOTA, hereafter called "CAMPUS-M", is identical to CAMPUS V except that it is operational on the University of Minnesota's CDC 6600 Computer.[4]

---

[1] For further information on the Project see "Test Implementation of CAMPUS (A Computer Based Simulation Model) for Higher Education Administration and Planning in Minnesota", February 1970. Project PRIME Report No. 1 March 1970.

[2] For a description of each project, their objectives, and their status at the end of 1969 see Judy, Richard W. "A research progress report on Systems Analysis for efficient resource allocation in higher educations", University of Toronto, January 1, 1970, 24 pp.

[3] Another version of CAMPUS, labelled either CAMPUS VI or CAMPUS-CONNECT is available from the Systems Research Group (SRG). SRG is a corporation whose principles are former associates of the Institute for Policy Analysis. CAMPUS VI is available in an interactive mode, and costs approximately $50,000 per installation.

[4] For futher details see Milton S. Fisher and Patrick Davitt, "Converting CAMPUS V to CAMPUS-MINNESOTA", (Project PRIME report No. 11)

## II. INPUTS

CAMPUS-M is a resource simulation model with an ability to "represent reality" in considerable detail. As an indication of the level of detail, let's examine the data needed for a single course (or activity):

1. Staff - academic e.g. professor and academic support e.g. teaching assistant.
2. Space - classroom, instruction lab, or special lab.
3. Teaching equipment - projectors, bunson burners, computers, etc.
4. Type of course - lecture, lab.
5. Staff Specialization - accounting, philosophy, art, etc.
6. Schedule time - hours per session and sessions per week.
7. Success factor - probability of completing courses with a passing grade.

Exhibit 1 provides a listing of the types of input required by CAMPUS-M. These sections are examined briefly below.

DEFINE: This section "defines" or structures the institution's programs and cost centers (departments). Exhibit 2 is a program structure for a typical School of Business Administration and Exhibit 3 is a corresponding cost center structure.

ACTIVITY: Activities are primarily courses. Resources required for each course were discussed above.

PROGRAM: Activities (courses) are related to programs (degrees), through the use of participation rates. Also established are the length of the degree programs - 2 years, 4 years, etc.; and the number of credits needed for graduation.

STUDENT: Actual entering students both freshmen and advanced standing students are input in this section. Drop-outs and transfers from major to major are also entered in this section.

STAFF AND XSTAFF: Staffing units required for each teaching and non-teaching duty are entered here; plus salary and office space. Hiring and promotion policy variables are also part of this input.

SPACE AND AVLSPACE: There are four types of space in this section: classroom, instructional labs, special labs, and service department space. Operating costs, construction costs and service characteristics (e.g. air-conditioning) are also needed.

SERVICE: Inputs are needed for staff, space, cost, and equipment associated with service departments.

EQUIPMENT: Cost and type of teaching equipment

REVENUE: By source and use

MISCELLA: Forms for developing miscellaneous resources, e.g. benefits, travel expenses.

## III. PROCESS

(A) INSTRUCTION PROGRAM: A schematic of the use CAMPUS-M makes of the input data for the instructional programs is shown on Exhibit 4. The process begins with students entering the system as shown on the left.[5] They enter, either as freshmen or advanced standing students and select a program (or major). Each program in CAMPUS has a curriculum. A curriculum is defined for each quarter, and for each study level (Junior, Senior) as: "a set of activities (courses) and a set of participation rates". The participation rates for an activity represent the probability that students in this program and in this quarter will select this activity. The combination of curriculum, program, and students determines a demand on activities. The resources required to "teach" these activities (e.g. staff, equipment space) are drawn from the cost centers or departments.

(B) SUPPORT PROGRAMS: Developing resources for the support programs involves using the concept of a service department. A typical example of a service department is the computer center. To determine the "supplies" (one resource type) needed for this department, CAMPUS-M can use a relationship of the following type:

$$\begin{aligned}\text{Computer Center Supplies} &= \$20{,}000 + \$100 \text{ per student}\\ &\quad + \$500 \text{ per faculty member}\\ &= \$20{,}000 + \$100(100) + \$10(500)\\ &= \$35{,}000\end{aligned}$$

The number of students and faculty "drawing" supplies from the computer center for any quarter would be determined from the instruction process, as explained above. CAMPUS-M refers to the "per student" and the "per faculty member in the above equation as the "functional basis". The 49 functional bases available in the model are shown on exhibit 5. Note from the exhibit that one basis is "(1)" or the absolute amount (the $20,000 in the example). A maximum of three functional bases can be used for each resource at each cost center (or program). The use of functional bases gives the model-builder a very flexible vehicle for determining resources in support programs.

(C) RESEARCH AND PUBLIC SERVICE PROGRAMS: If the research or public service activity is carried on by a specified organization e.g. MISRC or department, e.g. single quarter leave; determination of required resources can be handled analogously to those for support programs. If the research or public service is a "faculty activity", CAMPUS-M develops the required resources using a non-teaching duty category. Two possibilities are available: (1) Using a fixed % of faculty time or (2) using the "functional basis" on a resource called "staffing units".

---

[5] An inventory of students in the system at start-up is a required input.

## IV. OUTPUT

There are three major groupings of output reports available in the present version of CAMPUS-M: (1) Input Data reports, (2) Cost Center reports and (3) Over-Time reports. The first group of reports are provided to collate the input information and develop it in a logical report format, thus facilitating an examination of the input data. There are 44 report formats (exhibit 6) available in 9 major categories as follows:

### INPUT DATA REPORTS

| Report Category | Description | Number of Report Formats |
|---|---|---|
| 1 | Program Structures and Departments | 4 |
| 2 | Activities | 6 |
| 3 | Programs and Students | 4 |
| 4 | Staff | 7 |
| 5 | Space | 7 |
| 6 | Space | 6 |
| 7 | Service Departments | 4 |
| 8 | Revenue | 4 |
| 9 | Miscellaneous Resources | 2 |
| | | 44 |

The second group of reports, the "COST CENTER Reports", are provided to aid the institution's managers e.g. department heads, deans, etc. The present version of CAMPUS-M has seven major report types and 48 report formats (Exhibit 7) as follows:

### COST CENTER OUTPUT REPORTS

| Report Category | Description | Number of Report Formats |
|---|---|---|
| 1 | Students and enrollees | 2 |
| 2 | Staff | 5 |
| 3 | Equipment | 2 |
| 4 | Service | 2 |
| 5 | Space | 19 |
| 6 | Space | 8 |
| 7 | Summary | 10 |
| | | 48 |

A third group of available reports are called "OVERTIME Reports". These reports are for a session (year) as contrasted with the preceeding two groups which are "Single period (Quarter)" reports. Up to 10 sessions are possible. Five categories of reports are available (Exhibit 8):

OVERTIME REPORTS

| Report Category | Description | Number of Report Formats |
|---|---|---|
| 1.1 | Student and Enrollee Load | 1 |
| 1.2 | Staff Costs | 1 |
| 1.3 | Space Requirements | 1 |
| 1.4 | Operating Costs | 1 |
| 1.5 | Summary Report | 1 |
| | | 5 |

## V. ANALYSIS WITH CAMPUS-MINNESOTA

As with all simulation models, "its real value depends on the ability of the user to recognize situations in which the model can be used and to devise alternatives for investigation."[6] The developers of CAMPUS suggest five different problem areas where the model may be a valuable tool for analysis:[7]

1. SCALE OF OPERATIONS - Problems in this area are mainly concerned with the impact of altering the levels at which various programs are carried out. Typical investigations would assess the impact of changing student enrollment or student graduation goals.

2. GENERAL STRUCTURAL DECISIONS - Structural decisions occur on two levels. The first of these concerns the composition of the institution itself in terms of the educational and research programs that are pursued by the university. The second level of structural decisions occurs within the program level and is concerned with the activity composition of the program. Alterations of this kind involve adding or deleting particular activities.

3. PEDAGOGICAL DECISIONS - A number of decisions relating to activities have to be made with respect to the way in which they are going

---

[6] Systems Research Group, Seminar on University Administration, March 17 and 18, 1969.

[7] Ibid.

to be carried out. For instructional activities these might include class sizes, the type, qualifications and mixture of staffing to be used, and teaching equipment (ETV, CAE) requirements.

4. ADMINISTRATIVE DECISIONS - The various activities place loads on the cost centers or departments and these departments have a number of administrative decisions that must be made. Such matters as professional staffing policy, use of support staff, renumeration and tenure policy and various other financial and administrative questions need to be assessed.

5. GENERAL POLICY - General policy decisions can be characterized as university level administrative decisions. Such matters as a change in the semester system, addition of new schools and faculties, and the introduction of new scheduling techniques are representative of the kinds of decisions faced at this level.

## VI. RESEARCH IN PROGRESS[8]

(A) PROGRAM COSTING: Although impressive, the output reporting capability of CAMPUS-M suffers from a major weakness - the available reports are for cost centers only and not programs (exhibit 2). The essence of program budgeting is to report resources (and of course, effectiveness) by "programs". Exhibit 10 is one example of a desirable program report. It shows "total" resource requirements for a typical program element e.g. Ph.D. degree in MIS. Other reports providing "unit" cost, e.g. per degree, per credit hour, etc., are also planned. Fortunately, most of the basic data needed for "program costing" is generated and available in the model. Two reports are in progress explaining Project PRIME's efforts in this area.[9]

(B) RESOURCE ANALYSIS MODELS IN HIGHER EDUCATION:[10] The research being conducted in this area involves a synthesis and analysis of four resource analysis models: (1) CAMPUS; (2) Program Budgeting; (3) Leontief's input-output analysis; and (4) Linear programming. Each model will first be individually explained, followed by a theoretical synthesis using the input/output framework as the key integrating structure.

To ascertain the value of structuring the data as proposed above, an analysis will be conducted using test data from the three institutions involved in Project PRIME. To facilitate this analysis we have a computer program known as "EL FYD". The model's peculiar name stems from its association with the Department of Defense's Five Year Defense Program (FYDP).[11] Physically the model consists of two groups of computer codes - one a "generalized cost model" in input/output format and the second a "report generator" that provides flexibility in writing tables; both for staff analysis, and management reporting.

---

[8] Exhibit 9 is a bibliography of Project PRIME reports.

[9] Davitt, Patrick Program Accounting with CAMPUS-M, unpublished master's thesis (Also available as Project PRIME report Number 8) and Gary M. Andrew and David C. Cordes, Program Costing and Resource Analysis with CAMPUS-MINNESOTA: A Philosophic note, Project PRIME report Number 5 in progress.

[10] David C. Cordes Resource Analysis Models in Higher Education, Project PRIME report No. 10 in progress.

An analysis of the usefulness of the proposed synthesis for improving and integrating planning for various levels of a statewide education system e.g. departments within colleges, is planned.

(C) ANALYSIS OF FACULTY ACTIVITIES:[12] Faculty resources represent a major portion (77% in SBA, University of Minnesota 69-70) of the total variable input in higher education. Of this amount only a small percentage (class time) is easily measured. The remaining amount is difficult to measure due to the large range of activities, the number of activities involved with at any one time, and the varied working schedule of the faculty. Current attempts to measure these activities using questionnaires do not appear to be sufficiently accurate. Research will be done to explore the accuracy of the questionnaire, and the feasibility of using activity self sampling to improve current methods of data collection. Activity self sampling is a process of recording activity engaged in at random points over a period of time. This is done with the aid of a small random alarm device carried by the individual to signal the points.

If the data collected via a questionnaire proves to be too inaccurate for use in resource allocation models, then further work will be necessary to develop systems that will provide the desired accuracy.

(D) FACULTY ACTIVITY INFORMATION SYSTEM:[13] Information systems and resource allocation models in higher education require coordinated subsystems. These subsystems include (see exhibit 12): (1) input subsystems, (2) the data base management subsystem, and (3) analysis and reporting subsystems. Work must be done on defining the various subsystems so that there is compatibility:

---

[11] The FYDP is the "programming" system associated with the Department of Defense's Planning, Programming, and Budgeting System (PPBS). For a detailed explanation of PPBS see Cordes, David C. Planning, Programming, and Budgeting Systems in Education: Concept, Operation, Status, and a School of Business Administration Example, Research Monograph No. 1, Management Information Systems Research Center, May 1970, 68 pp. (Also available as Project PRIME Report No. 4)

[12] For further information on this research see Lorents, Alden C. Analysis of Faculty Activities for Resource Allocation Models, Project PRIME Report No. 6, in progress.

[13] For further information on this research see Lorents, Alden C. A Faculty Activity Information Subsystem and CAMPUS-MINNESOTA, Project PRIME Report No. 7

(1) with the WICHE[14] data element definitions
(2) with the Resource Analysis Model
(3) with the Data Processing Systems.

The proposed faculty activity information system to be designed in this research project will consider the campatibility as noted above. The design will include definitions of the input system, data elements, file design and outputs. It will also include definitions to interface the data elements in the subsystem with CAMPUS.

(E) CURRICULUM COST/BENEFIT ANALYSIS[15] Research is needed on a methodology for performing a cost benefit analysis on an academic curricula. The CAMPUS model is ideally suited for the costing side. However, little work has been done in the area of educational outputs. In a recent paper presented before the WICHE-MIS conference on educational outputs, David Brown sketched out a framework for an educational output index.[16] At the present time it appears that placing a dollar value on an educational output is infeasible, however Brown's index approach is very promising. The index approach will not tell administrators how well they are doing in absolute terms but it will allow them to see how they are doing with respect to the past and it will allow them to compare expenditures with a quantifiable measure of output.

---

[14] WICHE is Western Insterstate Commission in Higher Education. The MIS section is working on defining information systems in higher education.

[15] For further information see Fisher, Milton S. "A Curriculum Cost-Benefit Analysis," Project PRIME Report No. 9, in progress.

[16] Brown, David G. "A Scheme for Measuring the Output of Higher Education," Outputs of Higher Education: Their Identification, Measurement, and Evaluation, Papers from a seminar held at Washington, D.C., May 3-5, 1970, conducted by the Western Interstate Commission for Higher Education in cooperation with the American Council on Education and the Center for Research and Development in Higher Education at Berkeley, Edited by Ben Lawrence, George Weathersby, and Virginia W. Patterson, July 1970.

## Exhibits Index

| Exhibit Number | Name | Page Number |
|---|---|---|
| 1 | Level 1 Command INPUT Index of Level 2 and Level 3 Command INPUT Documents | E-1 |
| 2 | A Program Structure for a School of Business Administration | E-3 |
| 3 | Cost Center Structure for a School of Business Administration | E-4 |
| 4 | CAMPUS-MINNESOTA | E-5 |
| 5 | Functional Bases for the Calculation of Indirect Resources at a Cost Center | E-6 |
| 6 | Input Data Reports | E-8 |
| 7 | Cost Center Output Reports | E-11 |
| 8 | Overtime Reports | E-17 |
| 9 | Project PRIME Reports | E-18 |
| 10 | Resource Information for A Typical Program Element | E-19 |
| 11 | CAMPUS-MINNESOTA and a University Information System | E-20 |
| 12 | Project PRIME Staff | E-21 |

Exhibit 1

## Level 1 Command INPUT

### Index of Level 2 and Level 3 Command INPUT Documents

| LEVEL 2 | LEVEL 3 | |
|---|---|---|
| DEFINE | 01 | Institution Name and Simulation Time Factors |
| | 02 | Cost Center Levels |
| | 03 | Cost Centers |
| | 04 | Program Levels |
| | 05 | Programs |
| | 06 | Program to Cost Center Affiliation |
| ACTIVITY | 01 | Activity Type |
| | 02 | Specialty Type |
| | 03 | Schedule Range |
| | 04 | Section Size Range |
| | 05 | Resource Combinations |
| | 06 | Activities |
| | 07 | Exception Activities |
| | 08 | Exception Resources |
| PROGRAM | 01 | Program Curricula |
| | 02 | Curricula Activities and Participation Rates |
| | 03 | Program Duration and Enrolment Update |
| | 04 | Credits Per Credit Range by Program |
| STUDENT | 01 | New Entrants to Institution with NO Academic Credit |
| | 02 | Distribution of New Entrants with NO Academic Credit |
| | 03 | New Entrants with Academic Standing |
| | 04 | Student Transitions |
| | 05 | Student Credit Load |
| STAFF | 01 | Academic Staff Ranks |
| | 02 | Academic Staff Activity Teaching Duties |
| | 03 | Academic Staff Activity Non-teaching Duties |
| | 04 | Academic Support Staff |
| | 05 | Non-academic staff |
| XSTAFF | 01 | Detailed Academic Staff Ranks |
| | 02 | Detailed Academic Staff Activity Teaching Duties |
| | 03 | Detailed Academic Staff Activity Non-teaching Duties |
| | 04 | Detailed Academic Staff Inventory, Transition and Hiring Criteria |
| | 05 | Detailed Academic Staff Optimization and Update Policies |
| SPACE | 01 | Classroom Sizes (stations) |
| | 02 | Laboratory Sizes (stations) |
| | 03 | Classroom Space Planning Factors |
| | 04 | Classroom Type Characteristics |
| | 05 | Instructional Lab. Space Planning Factors |
| | 06 | Instructional Lab. Type Characteristics |
| | 07 | Special Lab. Space Planning Factors |
| | 08 | Special Lab. Type Characteristics |
| | 09 | Service Space Characteristics by Type |
| | 10 | Cost Center Space Characteristics |
| | 11 | Service Code Specifications |
| | 12 | Space Category Codes, Names, Construction, and Maintenance |

| | | |
|---|---|---|
| | 13 | Miscellaneous Space Specifications |
| | 14 | Teaching Space Control Centers |
| AVLSPACE | 01 | Available Classroom Space |
| | 02 | Available Instructional Laboratory Space |
| | 03 | Available Instructional Special Laboratory Space |
| | 04 | Available Space by Category |
| SERVICE | 01 | Service Departments and Affiliations |
| | 02 | Service Staff |
| | 03 | Service Space |
| | 04 | Service Equipment |
| EQUIPMEN | 01 | Equipment Resource Characteristics |
| REVENUE | 01 | Characteristics of Revenue |
| | 02 | Revenue at Cost Centers |
| | 03 | Revenue at Programs |
| | 04 | Revenue of Service Departments |
| MISCELLA | 01 | Miscellaneous Resource Characteristics |
| | 02 | Miscellaneous Resource by Cost Center |
| RESEARCH * | | |
| INREPRT | 01 | Input Report Controls |
| | 02 | Comments |
| UTREPR | 01 | Output Report Control-Cost Centers |
| | 02 | Output Report Control-Program |

General Experiment Coding Sheet

* To be available

Exhibit 2

## A Program Structure
## for a
## School of Business Administration

PRIMARY

- 1.0 INSTRUCTION
  - 1.1 Undergraduate
    - BSB Accting
    - BSB Regular
  - 1.2 Graduate
    - Master of Business Administration (Day)
    - Executive Master of Business Administration (Evening)
    - Master of Arts - Industrial Relations
    - Ph.D. - (10 program elements)[1]
    - Master of Science - (10 program elements)[1]

- 2.0 RESEARCH
  - 2.1 Organized Research
    - Center for Experimental Study of Business (CESB)
    - Industrial Relations Center (IRC)
    - Management Information Systems Research Center (MISRC)
  - 2.2 Department Research
    - Summer Research
    - Department Research

- 3.0 PUBLIC SERVICE
  - Continuing Business Education
  - Bureau of Business Research
  - Faculty Public Service

SUPPORT

- 4.0 ACADEMIC SUPPORT
  - Computer Center
  - Industrial Relations Library
  - Business Reference Library
  - Department Administration and Committees
  - Professional Development
- 5.0 STUDENT SUPPORT
  - Pre-Business Counseling
  - Graduate Studies
  - Placement
  - Student Support - Faculty
- 6.0 INSTITUTION SUPPORT
  - College Administration
  - Administrative Services
  - Committees - College Wide

---

[1] Each element is a degree major: Accounting, Finance, Industrial Relations, Management, Management Information Systems, Marketing, Production, Quantitative Analysis, Insurance, and Transportation.

Exhibit 3

Cost Center Structure
for a School of Business Administration

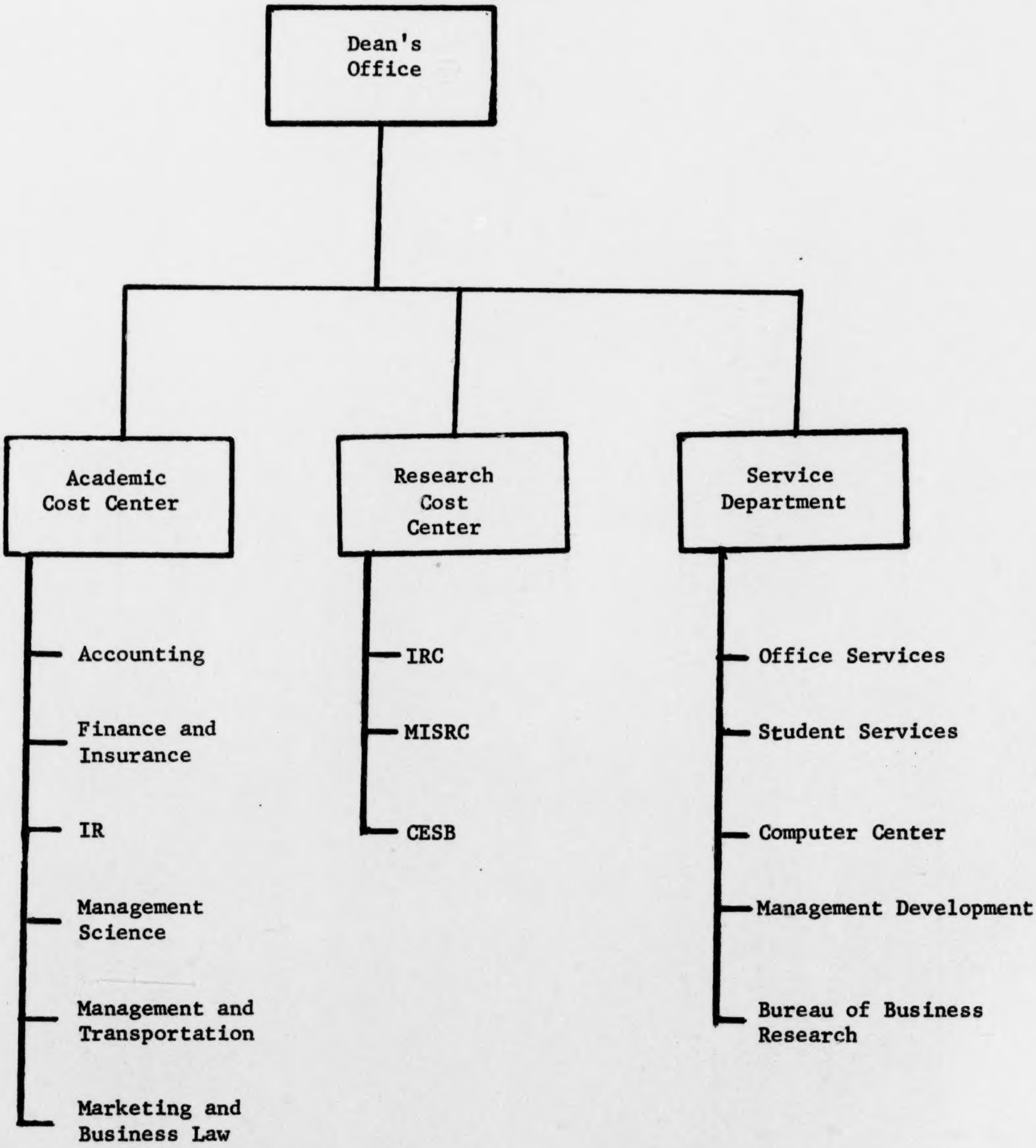
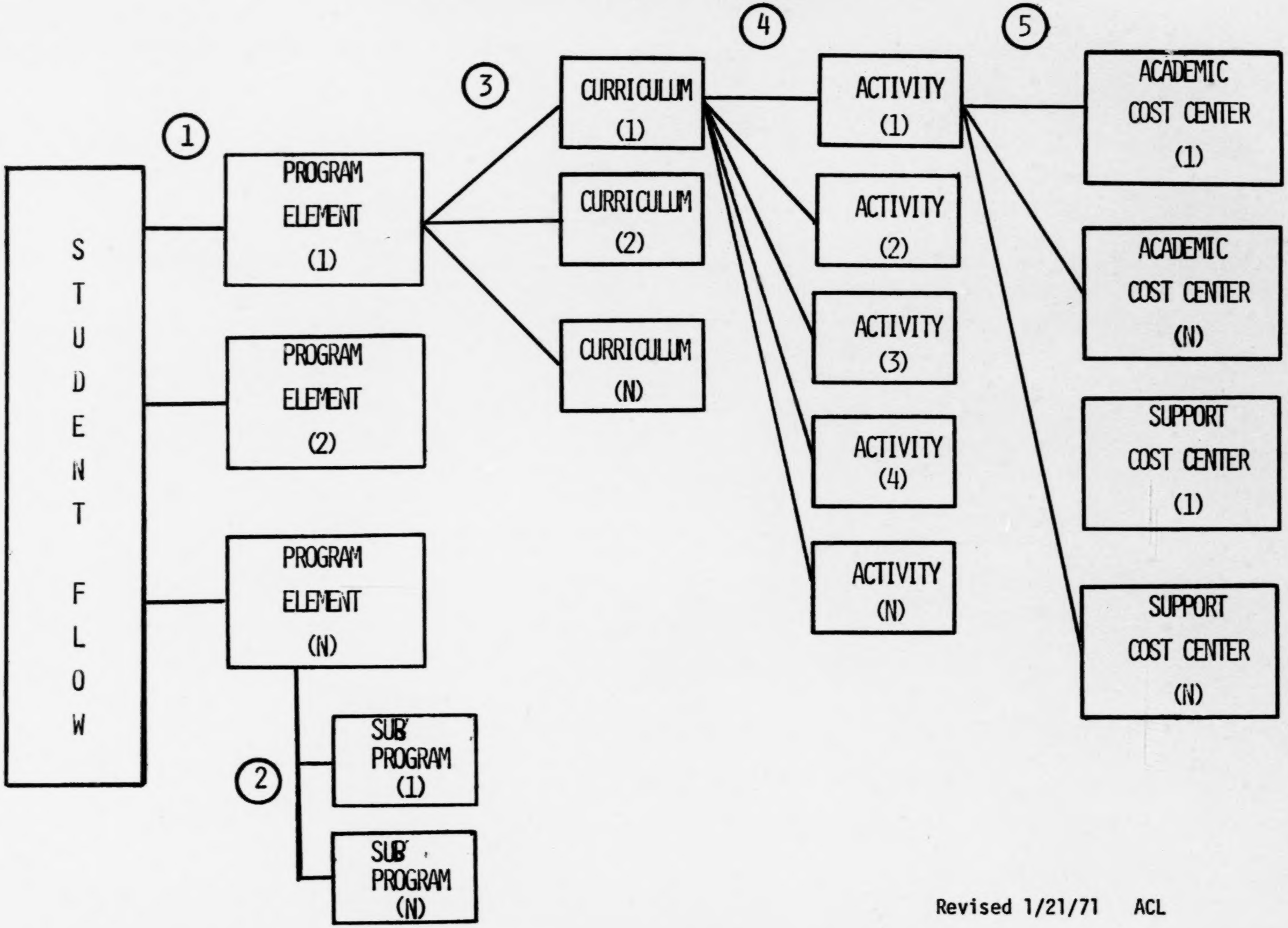

Dean's Office
Academic Cost Center
Research Cost Center
Service Department
Accounting
Finance and Insurance
IR
Management Science
Management and Transportation
Marketing and Business Law
IRC
MISRC
CESB
Office Services
Student Services
Computer Center
Management Development
Bureau of Business Research

Exhibit 4

STUDENT FLOW/ACTIVITY/RESOURCE DEMAND PROCESS


STUDENT FLOW
①
PROGRAM ELEMENT (1)
PROGRAM ELEMENT (2)
PROGRAM ELEMENT (N)
②
SUB PROGRAM (1)
SUB PROGRAM (N)
③
CURRICULUM (1)
CURRICULUM (2)
CURRICULUM (N)
④
ACTIVITY (1)
ACTIVITY (2)
ACTIVITY (3)
ACTIVITY (4)
ACTIVITY (N)
⑤
ACADEMIC COST CENTER (1)
ACADEMIC COST CENTER (N)
SUPPORT COST CENTER (1)
SUPPORT COST CENTER (N)

Revised 1/21/71 ACL

Exhibit 4 (Cont.)

## STUDENT FLOW/ACTIVITY/RESOURCE DEMAND PROCESS

(1) STUDENT DISTRIBUTION TO PROGRAM ELEMENTS (DEGREES)

(2) PROGRAM DISTRIBUTION TO SUBPROGRAMS (MINORS)

(3) PROGRAM TO CURRICULUM ASSOCIATION (GROUPS OF COURSES)

(4) PARTICIPATION RATES ON ACTIVITIES (COURSES)

(5) DRAW ON RESOURCES FROM COST CENTERS (STAFF, EQUIPMENT, SPACE)

Exhibit 5

## FUNCTIONAL BASES FOR THE CALCULATION OF INDIRECT RESOURCES AT A COST CENTER[1]

| Code Number | Description |
|---|---|
| 1. | Absolute - value 1.0 |
| 2. | Affiliated students |
| 3. | Affiliated enrollees |
| 4. | Enrollee load |
| 5. | Aggregate affiliated students |
| 6. | Aggregate affiliated enrollees |
| 7. | Aggregate enrollee load |
| 8. | Number of academic staff |
| 9. | Number of academic support staff |
| 10. | Number of non-academic staff |
| 11. | Total staff at the cost center |
| 12. | Aggregate number of academic staff |
| 13. | Aggregate number of academic support staff |
| 14. | Aggregate number of non-academic staff |
| 15. | Aggregate total staff |
| 16. | Number of affiliated programs |
| 17. | Aggregate number of affiliated programs |
| 18. | Classroom space |
| 19. | Laboratory space |
| 20. | Total space |
| 21. | Aggregate classroom space |
| 22. | Aggregate laboratory space |
| 23. | Aggregate total space |

Exhibit 5 (continued)

| Code Number | Description |
|---|---|
| 24. | Operating costs |
| 25. | Aggregate operating costs |
| 26. | Number of directly affiliated cost centers |
| 27. | Absolute - Value 0.1 |
| 28. | Absolute - Value 0.01 |
| 29. | Absolute - Value 10.0 |
| 30. | Absolute - Value 100.0 |
| 31. | Absolute - Value 1000.0 |
| 32. | Total academic staff salaries |
| 33. | Total academic support staff salaries |
| 34. | Total non-academic staff salaries |
| 35. | Total full time academic staff hired |
| 36. | Total staff salaries |
| 37. | Aggregate academic staff salaries |
| 38. | Aggregate academic support staff salaries |
| 39. | Aggregate non-academic staff salaries |
| 40. | Aggregate total salaries |
| 41. | |
| 42. | Affiliated students in 100's |
| 43. | Affiliated enrollees in 100's |
| 44. | Enrollee load in 100's |
| 45. | Aggregate affiliated students in 100's |
| 46. | Aggregate affiliated enrollees in 100's |
| 47. | Aggregate enrollee load in 100's |
| 48. | Number of stations in a room |
| 49. | Number of square feet in a room |

---

1/ Aggregate = Total at a cost center considering all the affiliated cost centers below the referenced cost center.

Exhibit 6

## Input Data Reports

Report No. — Title and Contents

1.0 PROGRAM STRUCTURES AND DEPARTMENTS
  - 1.1 SIMULATION CHARACTERISTICS: Institution name, Simulation periods per session, Length of simulation period, and Comments on this run.
  - 1.2 COST CENTERS - LEVEL/NODE STRUCTURE: The levels, nodes and nodes of affiliation of the cost centers reflecting the flow of funds and resources.
  - 1.3 PROGRAMS - LEVEL/NODE STRUCTURE: The levels, nodes and nodes of affiliation of the programs, reflecting the flow of teaching resources.
  - 1.4 AFFILIATION OF PROGRAM NODES TO COST CENTER NODES: Program nodes affiliated to cost center nodes reflecting the flow of funds and resources to the programs.

2.0 ACTIVITIES
  - 2.1 ACTIVITY CHARACTERISTICS: Activity and specialty types.
  - 2.2 ACTIVITY CHARACTERISTICS-SCHEDULE AND SECTION SIZE RANGES: Schedule range codes - day or night classes, hours per meeting, meetings per week, duration in weeks; section size range codes - minimum, desired, and maximum section sizes.
  - 2.3 ACTIVITY CHARACTERISTICS-RESOURCE COMBINATION Resource combination codes, and three possible resources, types and categories.
  - 2.4 ACTIVITIES: Activity numbers, names, cost center node of affiliation, specialty and activity type codes, success factors, credit values, schedule and section size range codes, and resource combination codes.
  - 2.5 EXCEPTION ACTIVITIES: Similar to 2.4 except dealing with exception activities. Schedule and section size range codes and resource combination codes are not present. Day or night code, hours per meeting, meetings per week, durations and section sizes (minimum, desired, maximum) are added.
  - 2.6 EXCEPTION ACTIVITY RESOURCES: Exception activities, names, resource requirements (types and categories), cost centers of affiliation, functional codes, quantitites in proportion an day-night codes, hours per meeting, meetings per week and durations for the resource schedule.

3.0 PROGRAMS AND STUDENTS
  - 3.1 PROGRAM CURRICULA AND ACTIVITY PARTICIPATION: Program nodes, names, credit ranges (academic years), credits per credit ranges; program curriculum codes and activity number codes and participation rates that constitute each curriculum.
  - 3.2 INITIAL DISTRIBUTION OF STUDENTS INTO PROGRAMS: For each simulation period there is the total number of new entrants with no academic credit entering all programs, folloed by a breakdown by program node and credit range (academic year) of the number of new students entering without and with academic credit.
  - 3.3 STUDENT TRANSITIONS: For each program node and academic year,

possible destinations (other program nodes and credit ranges) and the transition rates; also a test if enrolment was updated prior to simulation period.

3.4 STUDENT CREDIT LOAD: Student credit loads and percent of students taking each credit load by program node and simulation period.

4.0 STAFF

4.1 ACADEMIC STAFF CHARACTERISTICS: Academic staff ranks, salaries, staffing units, office space, and time profiles for all cost centers ('COMMON'), and for particular cost centers ('EXCEPTIONS').

4.2 ACADEMIC STAFF ACTIVITY DUTIES: Activity type names and staffing units credit per contact hour for all cost centers ('COMMON') and particular ('EXCEPTION') cost centers.

4.3 ACADEMIC STAFF NON-ACTIVITY DUTIES: Non-teaching duties rank codes and names required, staffing units, functional bases and quantities in proportion for all cost centers ('COMMON') and for particular ('EXCEPTION') cost centers.

4.4 ACADEMIC STAFF INVENTORY, TRANSITIONS, AND HIRING CRITERIA: Staff rank codes, names, initial inventory, transitions, hiring criteria and per cent distribution by cost center node.

4.5 ACADEMIC STAFF OPTIMIZATION AND UPDATE POLICIES: General staffing and optimization policies, and transition policy by simulation period and by cost center.

4.6 ACADEMIC SUPPORT STAFF: Support staff codes, names, average salary, contact hours available, and office space.

4.7 NON-ACADEMIC STAFF: Non-academic staff type codes, names, average salaries, office space, functional bases and quantities in proportion by cost center level and node.

5.0 SPACE

5.1 AVAILABLE CLASSROOM SPACE BY COST CENTER: Classroom types available by size (stations) by cost center node.

5.2 AVAILABLE INSTRUCTIONAL LABORATORY SPACE BY COST CENTER: Instructional laboratory types available by size (stations), by cost center nodes.

5.3 AVAILABLE INSTRUCTIONAL SPECIAL LABORATORY SPACE BY COST CENTER: Special laboratory types available by size (stations) by cost center nodes.

5.4 AVAILABLE COST CENTER SPACE BY SPACE CATEGORY: Space category numbers and square feet and stations available, by cost center node.

5.5 ROOM SIZES AND PLANNING FACTORS (SQUARE FEET PER STATION): Station sizes for classrooms and instructional laboratories with the type and number of each. Equipment size codes and number of each size for instructional special laboratories.

5.6 CLASSROOM AND INSTRUCTIONAL LABORATORY CHARACTERISTICS BY TYPE: Classroom and instructional laboratory inventory room type codes, names, maintenance costs, and service characteristic codes.

5.7 INSTRUCTIONAL SPECIAL LABORATORY CHARACTERISTICS BY TYPE: Inventory room type codes, numbers, names, maintenance costs per square foot, service characteristic codes and equipment size codes for instructional special laboratories.

Exhibit 6 (Cont.)

- 6.0 SPACE
  - 6.1 SERVICE SPACE CHARACTERISTICS BY TYPE: Inventory codes, names, type numbers, maintenance cost per square foot and service characteristic codes for service space.
  - 6.2 COST CENTER TEACHING WEEKS AND SPACE UTILIZATIONS: Laboratory and classroom teaching hours per week and utilization by cost center level and node.
  - 6.3 SERVICE CHARACTERISTIC CODES: Names and codes of service resources.
  - 6.4 CONSTRUCTION AND MAINTENANCE COSTS BY SPACE CATEGORY: Inventory space category numbers, codes, names, and costs per square foot for construction and maintenance.
  - 6.5 MISCELLANEOUS SPACE INPUT: Classroom manipulation required by type and size. Instructional laboratory manipulation required by type and size (both yes or no). Net/gross space percentage, net to gross construction cost ($/sq. ft.), Office Maintenance cost ($sq. ft.) and office service characteristic codes.
  - 6.6 TEACHING SPACE CONTROL CENTERS: Cost center code and name, space control center for classrooms, instructional laboratories and special laboratories.

- 7.0 SERVICE DEPARTMENTS
  - 7.1 SERVICE DEPARTMENTS: Service department codes, names, and cost center nodes of affiliation.
  - 7.2 SERVICE STAFF: Service staff codes, names, salaries, space planning factors, functional bases, and quantities in proportion, by service department.
  - 7.3 SERVICE SPACE: Service space type codes, names, functional bases and quantities in proportion, by service department.
  - 7.4 SERVICE EQUIPMENT: Service equipment codes, names, operating costs per unit, functional bases and quantities in proportion, by service department.

- 8.0 REVENUE
  - 8.1 CHARACTERISTICS OF REVENUE: Revenue types and sources and functional bases; unrestricted or restricted.
  - 8.2 REVENUE AT COST CENTERS: Revenue types, names, functional bases, value (restricted or not) by cost center nodes and levels.
  - 8.3 REVENUE AT PROGRAMS: Same as 8.2, except by program nodes and levels.
  - 8.4 REVENUE AT SERVICE DEPARTMENTS: Same as 8.2 and 8.3, except by service departments.

- 9.0 MISCELL RESOURCES
  - 9.1 EQUIPMENT RESOURCE CHARACTERISTICS: Equipment type codes, names, hours available per week and annual operating costs.
  - 9.2 MISCELLANEOUS RESOURCE CHARACTERISTICS: Miscellaneous resource type codes, names, and functional bases.
  - 9.3 MISCELLANEOUS RESOURCES BY COST CENTER: Miscellaneous resource type codes, names, and quantities in proportion by cost center nodes and levels.

Exhibit 7

## Cost Center Output Reports

Report No. Title and Contents

1.0 STUDENTS AND ENROLLEES
  1.1 DIRECT ENROLLEE LOADS BY PROGRAM: A breakdown of student and enrollee loads in programs affiliated to the cost center.
  1.2 SUMMARY AND AGGREGATION OF ENROLLEE LOADS FROM LOWER LEVELS: Gives aggregate enrollee loads from directly affiliated cost centers and total accumulated enrollee load at the cost center.

2.0 STAFF
  2.1 STAFF REPORT ON ACTIVITY CONTACT HOURS PER WEEK: Number and type of contact hours required by activity.
  2.2 ACADEMIC STAFF INVENTORY BY RANK: Shows the number of staff before and after promotion and the number of staff hired to meet requirements.
  2.3 DETAILED BREAKDOWN OF DIRECT ACTIVITY AND NON-ACTIVITY LOAD AMONGST ACADEMIC STAFF: Gives type of load, and the number and cost of staff required to meet demand.

  2.4 ACADEMIC SUPPORT STAFF NON-ACADEMIC SUPPORT STAFF: States number and cost of staff requirements.

  2.5 SUMMARY STAFF REPORT: Gives staff requirements and costs for affiliated cost centers and aggregate totals at this cost center.

3.0 EQUIPMENT
  3.1 EQUIPMENT REPORT: Types and cost of equipment required for this cost center.
  3.2 SUMMARY OF EQUIPMENT OPERATING COSTS: Equipment costs aggregated at this cost center.

4.0 SERVICE
  4.1 SERVICE DEPARTMENT REPORT: One report for each service department used by the cost center. Gives: number and cost of service staff, space required in square feet and cost, number and operating cost of equipment.
  4.2 COST CENTER SERVICE DEPARTMENT SUMMARY REPORT: Gives all service departments used by the cost center.

5.0 SPACE
  5.1 SPACE - NIGHT
    5.1.1 CONTACT HOUR SUMMARY FOR NIGHT CLASSROOM ACTIVITIES: This report shows the contact hours required for each size and type of classroom by night activities.
    5.1.2 CONTACT HOUR SUMMARY FOR NIGHT INSTRUCTIONAL LABORATORY ACTIVITIES: This report shows the contact hours required for instructional laboratories of each size and type by night activities.

Exhibit 7 (Cont.)

5.1.3 CONTACT HOUR SUMMARY FOR NIGHT INSTRUCTIONAL SPECIAL LABORATORY ACTIVITIES: This report gives the contact hours required by night activities for instructional special laboratories by each size and type of laboratory.

5.2 SPACE - DAY

5.2.1 ACTUAL SPACE REQUIRED FOR DAY CLASSROOM ACTIVITIES: This report shows the actual space required for day classroom activities.

-The activity number is the internal CAMPUS model code.

-The sections expected represents the number of sections for that activity based on the enrolment and desired section sizes.

-It also reports on the type of classroom required, the number of classrooms of that type, and the size of classroom required.

-The station occupancy represents the percentage of seats occupied in the size of the room chosen when a section of the size indicated is scheduled in that room.

-The number of hours per week the rooms are required represents the total number of hours per week in that size and type of room for all sections for this particular activity.

-The number of equivalent square feet represents the theoretical amount of space required by that activity based on the length of the teaching week at the institution and the utilization of rooms experienced with the institution's scheduling system.

-The actual square feet required by an activity is computed after analyzing all the requirements for a similar type and size of classroom from all other activities. For example, if no other activity required that type and size of classroom, then the physical size of the room in square feet would be charged completely to that activity.

-The square foot difference is the equivalent square feet subtracted from the actual square feet. Where this difference is very small the activity utilizes space efficiently: i.e. many other activities require a similar size and type of room during the week.

5.2.2 DAY CLASSROOM ACTIVITIES - CONTACT HOUR SUMMARY: This report shows the contact hours required for each type and size of classroom for day time activities requiring classroom space.

5.2.3 DAY CLASSROOM ACTIVITIES - ROOMS REQUIRED: This report is the number of classrooms required of each size and type.

-The number of classrooms required is computed by dividing the total contact hours by the length of a teaching week in hours and multiplying by the reciprocal of the room utilization of the institution.

5.2.4 DAY CLASSROOM ACTIVITIES - STATION OCCUPANCY: This report shows the average station occupancy that would be experienced by loading the particular section sizes of all day activities requiring classroom space into each size and type of classroom.

5.2.5 DAY CLASSROOM ACTIVITIES - SQUARE FEET REQUIRED: This report indicates the number of square feet of each type and size of classroom required by the cost center.

-This figure is computed by multiplying the number of rooms required of each type and size times the space planning factor in terms of the number of square feet per station.

5.3 INSTRUCTIONAL LAB SPACE - DAY

5.3.1 ACTUAL SPACE REQUIRED FOR DAY INSTRUCTIONAL LABORATORY ACTIVITIES: This report shows the space requirements for day activities requiring instructional laboratory space.

-The description of each column on the report is the same as that described for the identical report on day classroom activities. The report number is 5.2.

5.3.2 DAY INSTRUCTIONAL LABORATORY ACTIVITIES - CONTACT HOUR SUMMARY: This report gives the number of contact hours required for each type and size of instructional laboratory for day activities requiring this type of space.

5.3.3 DAY INSTRUCTIONAL LABORATORY ACTIVITIES - ROOMS REQUIRED: This report shows the number of instructional laboratories of each type and size required by this cost center for the day activities it supports requiring this type of space.

5.3.4 DAY INSTRUCTIONAL LABORATORY ACTIVITIES - STATION OCCUPANCY: This report shows the average station occupancy in instructional laboratories of each type and size for day time activities that will be scheduled into this particular type of space.

-The average station occupancy is computed by examining the station occupancy for all the individual activities requiring different sizes and types of instructional laboratories.

5.3.5 DAY INSTRUCTIONAL LABORATORY ACTIVITIES - SQUARE FEET REQUIRED: This report indicates the number of square feet required for each type and size of instructional laboratory for the day time activities that this cost center supports.

-The number of square feet required is computed from the number of rooms required multiplied by the number of square feet per station required for each size and type of laboratory.

5.4 SPECIAL LABORATORY SPACE - DAY

5.4.1 ACTUAL SPACE REQUIRED FOR DAY INSTRUCTIONAL SPECIAL LABORATORY ACTIVITIES: This report shows the space requirements for each activity requiring instructional special laboratory space.

-A description of each column on the report can be found on the description of the identical report used for day activities requiring classroom space.

5.4.2 DAY SPECIAL LABORATORY ACTIVITIES - CONTACT HOUR SUMMARY: This report shows the number of contact hours required for each size and type of laboratory for all activities supported by this cost center that require instructional special laboratory space.

5.4.3 DAY SPECIAL LABORATORY ACTIVITIES - ROOMS REQUIRED: This report shows the number of instructional special laboratories required of each type and size.

-The number of rooms required is computed by dividing the number of contact hours for each size and type of laboratory by the length of the teaching week in hours and multiplying by the reciprocal of the room utilization experienced through the institution's scheduling system.

5.4.4 DAY SPECIAL LABORATORY ACTIVITIES -STATION OCCUPANCY: This report shows the average station occupancy expected for each type and size of special laboratory.

5.4.5 DAY SPECIAL LABORATORY ACTIVITIES - SQUARE FEET REQUIRED: This report shows the number of square feet required for each type and size of instructional special laboratory.
-The total number of square feet of instructional special laboratory space required by a cost center is computed by adding all the elements of this matrix.

5.5 OFFICE SPACE REQUIREMENTS: This report indicates the number of square feet of office space required by a cost center broken out by each type of rank of staff.
-A subtotal is given for academic staff, academic support staff, non-academic staff, and service department staff. These four subtotals are added to get the total office space requirements for the cost center.
-On the lower part of the report the office space requirements for directly affiliated cost centers at all levels are shown and added in to get the aggregate office space requirements for this cost center.

6.0 SPACE

6.1 COST CENTER SPACE REQUIREMENTS

6.1.1 COST CENTER SPACE REQUIREMENTS: This report shows the square foot requirements for classroom, instructional laboratory, instructional special laboratory, office, and service space.
-The maintenance cost for each category of space is also reported in dollars.
-The total space requirements and maintenance budget for the cost center are shown.

6.1.2 COST CENTER SPACE REQUIREMENTS AND MAINTENANCE COST SUMMARY: This report shows the space requirements and maintenance cost for the particular cost center being considered, and for directly affiliated cost centers.
-The aggregate requirements for cost centers up to and including this particular cost center are shown.
-The total maintenance cost and the subtotal for each affiliated cost center are rounded to the nearest thousand dollars.

6.2 COST CENTER SPACE REQUIREMENTS

6.2.1 COST CENTER SPACE REQUIREMENTS BY SERVICE CODE

6.2.2 TOTAL SPACE REQUIREMENTS BY SERVICE CODE FOR ALL COST CENTERS: This report shows the total space required by a cost center broken out by various services or utilities that would have to be provided for the space.
-This information is assembled by examining the total characteristic codes attached to each type of space.
-We can thus see the number of square feet and the percentage of the total square feet required that must be air-conditioned, carpeted, have a heavy duty floor, etc.

6.3 REQUIRED VERSUS AVAILABLE SPACE BY SPACE CATEGORY: This report groups the total space requirements of a cost center into various space categories and matches the required space to that available to that cost center.
- The maintenance cost is also given for each space category in dollars.
- A square foot shortage or surplus is computed and printed when the required space is compared to the available space.

6.4 SPACE MATCHING

6.4.1 SPACE MATCHING REPORT FOR CLASSROOMS AND INSTRUCTIONAL LABORATORIES: This report indicates the results of matching requirements for classrooms and instructional laboratories to the number of rooms available.
- The shortage or surplus of rooms for each type and size of classroom and instructional laboratory is printed.
- Information is given on a report which indicates if a classroom or laboratory manipulation is performed across type or size of room. For example, a shortage of a small size room could be fulfilled by an extra room of some larger size. There would be a marked drop in station occupancy, but this may be tolerated instead of building an extra small size room. However, currently these manipulations are not programmed in the model.

6.4.2 SPACE MATCHING REPORT FOR INSTRUCTIONAL SPECIAL LABORATORIES: This report shows the results of matching requirements for instructional special laboratories to the available laboratories.
- The shortage or surplus of special laboratories for each size and type of laboratory is given.
- Because of the highly specialized nature of instructional special laboratories, no manipulation by size or type is performed.

6.5 SPACE CAPITAL COST REPORT: This report indicates the capital required to construct any shortage of space.
- The space shortage in square feet is multiplied by a dollar per square foot construction cost to give the capital required.
- The space shortage by space category is an accumulative array. The space shortages are accumulated over time if no construction takes place during the particular session. The message at the bottom of the report indicates that that policy has been simulated.
- The net to gross space is an added amount of space reflecting wall thickness, etc.

7.0 SUMMARY

7.1 DIRECT LOAD GENERATED BY ACTIVITIES (CONTACT HOURS): Resource requirements of each activity in contact hours.

7.2 DIRECT LOAD GENERATED BY ACTIVITIES - SUMMARY (DOLLARS AND SQ. FT.)

7.3 DIRECT LOAD GENERATED BY ACTIVITIES

7.3.1 DAY CLASSROOM ACTIVITIES SPACE REPORT

7.3.2 NIGHT CLASSROOM ACTIVITIES SPACE REPORT

7.3.3 DAY INSTRUCTIONAL LABORATORY ACTIVITIES SPACE REPORT

7.3.4 NIGHT INSTRUCTIONAL LABORATORY ACTIVITIES SPACE REPORT
7.3.5 DAY SPECIAL LABORATORY ACTIVITIES SPACE REPORT
7.3.6 NIGHT SPECIAL LABORATORY ACTIVITIES SPACE REPORT: This report is produced for day and night classroom, instructional laboratory, and instructional special laboratory activities.

- -The report is produced as each cost center is processed and shows the number of equivalent square feet required for each activity supported by that cost center.
- -The activity number is the internal CAMPUS model code.
- -The enrolment is the number of students taking that course.
- -The desired section size is the number of students desired in each section of that activity.
- -The section sizes show the actual number of students in each section of the activity.
- -The number of the particular type and size of classroom required is shown.
- -The station occupancy represents the percentage of stations in the classroom that would be filled by the particular section size.
- -The hours per week that the rooms are required is the total hours for all sections.
- -The total square feet represents the number of square feet required by this activity based on the current room utilization and the length of the teaching week.

7.4 SUMMARY OPERATING REPORT (FOR THIS COST CENTER ONLY): Summary of student loads, space requirements and operating costs for this cost center.

7.5 SUMMARY OPERATING REPORT (AGGREGATE REPORT): as 7.4 with totals including all affiliated cost centers.

## Exhibit 8

## Overtime Reports

1.1 STUDENT AND ENROLLEE LOAD: Included in it are the arrays summed over each period and averaged for the period, for a maximum of ten periods. They are written out with values for the particular cost center, the cost centers affiliated to it, if any, and totals where necessary.

1.2 STAFF COSTS: It indicates staff costs, a breakdown of academic staff number and aggregate staff cost. Each of these sections are broken down even further. Totals and subtotals are also included. This report is written for each cost center requiring it.

1.3 SPACE REQUIREMENTS: Data is broken down into the space categories of office, classroom, instructional laboratory, special laboratory and service department with a total. This report is written out for any cost center requiring it.

1.4 OPERATING COSTS: Included in this report are staff, equipment, maintenance, miscellaneous, space and service costs. The actual numbers are printed out with total staff cost, total equipment cost as subtotals, and total operating cost as the grand total. In the same report, there is a section for total aggregate cost.

1.5 SUMMARY REPORT: This section summarizes data in report 1.1 to report 1.4 inclusive. It illustrates staff costs in some detail. However only totals are given for equipment, miscellaneous, and maintenance costs. The total aggregate cost is also included. The space (in square feet) is shown in some detail: that is, shown by space type category. The affiliated students are also shown in this report as they appeared in report 1.1. The revenue is written for each cost center requiring it. A section of indicators occurs at the end of this report, including such itens as 'cost per student ($)', 'space per student (sq. ft.)' etc.

## Exhibit 9

## Project PRIME Reports

| Project PRIME Report No. | Description | Author |
|---|---|---|
| 1. | Test Implementation of CAMPUS (A Computer Based Simulation Model) for Higher Education Administration and Planning in Minnesota, March 1970. | Andrew, Cordes, Lorents |
| 2. | An Introduction to Project PRIME and CAMPUS-MINNESOTA, November 17, 1970. | Cordes |
| 3. | Planning, Programming, and Budgeting Systems in Higher Education: An Annotated Bibliography (in progress). | Cordes |
| 4. | Planning, Programming, and Budgeting Systems in Education: Concept, Operation, Status, and a School of Business Administration Example, May 1970 (Also available from Management Information Systems Research Center as Research Monograph No. 1). | Cordes |
| 5. | Program Costing with CAMPUS-MINNESOTA: A Philosophic Note, (in progress). | Cordes |
| 6. | Analysis of Faculty Activities for Resource Allocation Models, (in progress). | Lorents |
| 7. | A Faculty Activity Information Subsystem and CAMPUS-MINNESOTA, (in progress). | Lorents |
| 8. | Program Accounting with CAMPUS-MINNESOTA, (in progress). | Davitt |
| 9. | A Curriculum Cost-Benefit Analysis, (in progress). | Fisher |
| 10. | Resource Analysis Models in Higher Education: A Synthesis (in progress). | Cordes |
| 11. | Converting CAMPUS V to CAMPUS-MINNESOTA (in progress). | Davitt |
| 12. | INPUT COMMAND: Draft Documentation November 1970. | Cordes |
| 13. | Applying Input/Output Analysis and the EL FYD Model to Higher Education (in progress). | Cordes |
| 14. | Mid-Year Progress Report, January 1971. | Andrew, Cordes, Lorents |

Exhibit 10

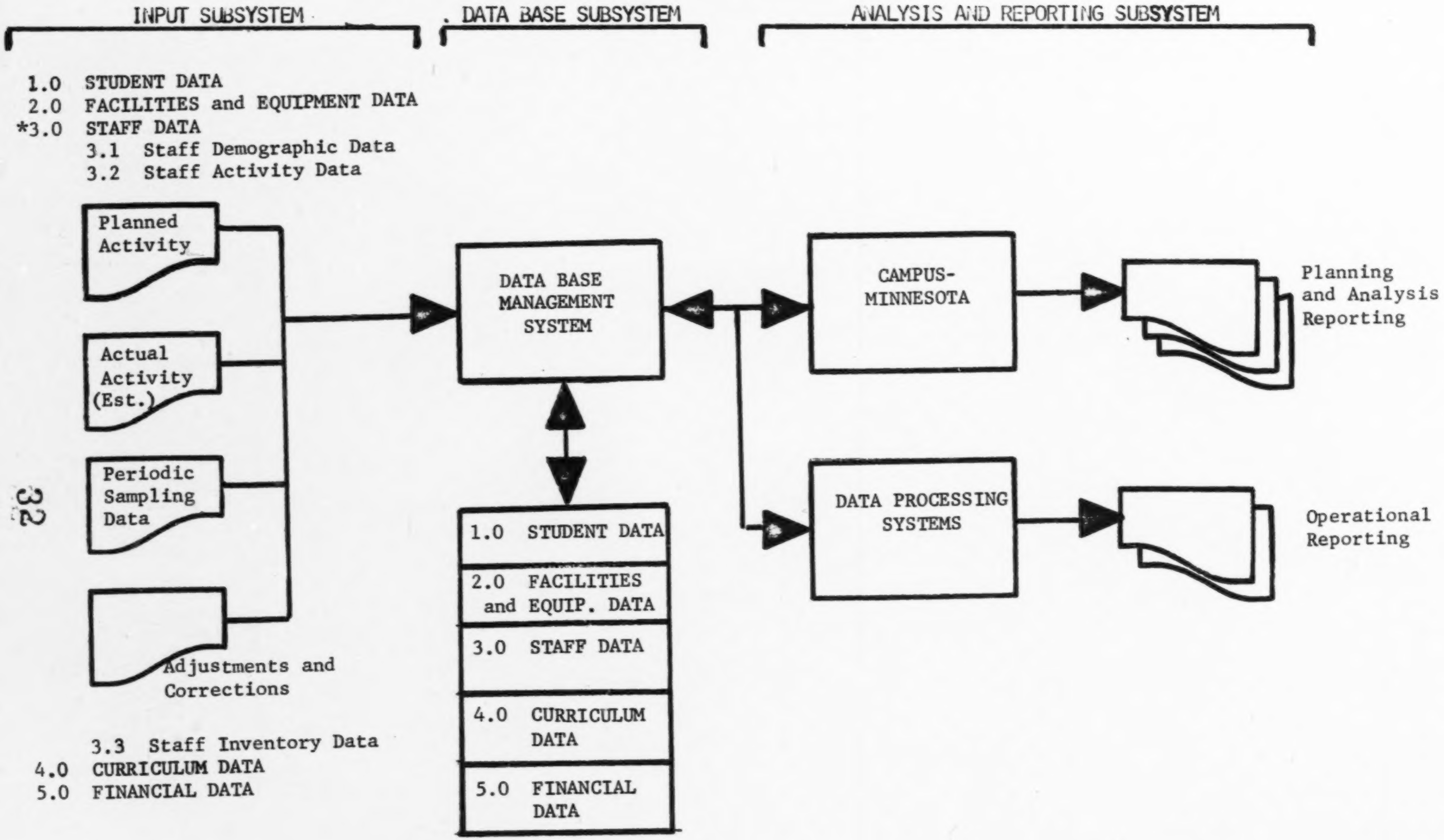
## Resource Information
## for
## A Typical Program Element[1]

|  | School Year |  |  |  |  |
|---|---|---|---|---|---|
|  | 68/69 | 69/70 | 70/71 | 71/72 | 72/73 |
| OPERATING COST |  |  |  |  |  |
| Staff |  |  |  |  |  |
| Academic (Professors, Assciate, Etc.) |  |  |  |  |  |
| Academic Support (Teaching Assistants, Etc.) |  |  |  |  |  |
| Non-Academic Support (Secretaries, Tutors) |  |  |  |  |  |
| Service (Civil Service Personnel) |  |  |  |  |  |
| Equipment Cost $ |  |  |  |  |  |
| Instructional Labs |  |  |  |  |  |
| Special Labs |  |  |  |  |  |
| Service Department |  |  |  |  |  |
| Maintenance |  |  |  |  |  |
| Office |  |  |  |  |  |
| Classroom |  |  |  |  |  |
| Instructional Labs |  |  |  |  |  |
| Special Labs |  |  |  |  |  |
| Service Department |  |  |  |  |  |
| Miscellaneous |  |  |  |  |  |
| Benefits |  |  |  |  |  |
| Travel |  |  |  |  |  |
| Conferences |  |  |  |  |  |
| Supplies |  |  |  |  |  |
| Telephone |  |  |  |  |  |
| Recruitment |  |  |  |  |  |
| Computer Cost |  |  |  |  |  |
| Total Operating Cost______________ |  |  |  |  |  |
| INVESTMENT COST |  |  |  |  |  |
| Equipment |  |  |  |  |  |
| Construction |  |  |  |  |  |
| SPACE |  |  |  |  |  |
| Classroom (By Type, Size, and Stations) |  |  |  |  |  |
| Instructional Labs (By Type, Size, and Stations) |  |  |  |  |  |
| Special Labs (By Type, Size and Stations) |  |  |  |  |  |
| Office (By Size) |  |  |  |  |  |
| Service Department (By Type and Size) |  |  |  |  |  |
| EQUIPMENT REQUIRED (No. by Type) |  |  |  |  |  |
| STAFF REQUIRED |  |  |  |  |  |
| Academic (By Rank) |  |  |  |  |  |
| Academic Support (By Rank) |  |  |  |  |  |
| Non-Academic Support (By Rank) |  |  |  |  |  |
| Service Department (By Type) |  |  |  |  |  |

[1] Additional "backup" information would be avilable for all resource categories. Categories primarily based on those available from CAMPUS Simulation Model.

Exhibit II

## CAMPUS-MINNESOTA AND A UNIVERSITY INFORMATION SYSTEM


INPUT SUBSYSTEM
DATA BASE SUBSYSTEM
ANALYSIS AND REPORTING SUBSYSTEM
1.0 STUDENT DATA
2.0 FACILITIES and EQUIPMENT DATA
*3.0 STAFF DATA
3.1 Staff Demographic Data
3.2 Staff Activity Data
Planned Activity
Actual Activity (Est.)
Periodic Sampling Data
Adjustments and Corrections
3.3 Staff Inventory Data
4.0 CURRICULUM DATA
5.0 FINANCIAL DATA
DATA BASE MANAGEMENT SYSTEM
1.0 STUDENT DATA
2.0 FACILITIES and EQUIP. DATA
3.0 STAFF DATA
4.0 CURRICULUM DATA
5.0 FINANCIAL DATA
CAMPUS-MINNESOTA
DATA PROCESSING SYSTEMS
Planning and Analysis Reporting
Operational Reporting

*Staff data has been shown in more detail as an example

ACL
11-17-70

Exhibit 12

## Project PRIME Staff

| | |
|---|---|
| DIRECTOR: | Gary M. Andrew |
| ASSOCIATE DIRECTORS: | David C. Cordes<br>Alden C. Lorents |
| PROGRAM ANALYSTS: | Patrick Davitt<br>Milton S. Fisher<br>Edward Hwang<br>Raymond Pinson<br>Charles Rogers (Left Project) |
| PROJECT CONSULTANTS: | William Harman<br>David Sommer |
| SECRETARY: | Mary Wenker |

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Cards |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| D | E | F | I | N | E | | | 0 | 1 |

## INSTITUTION CHARACTERISTICS

Institution Name

| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

First Calendar Year

| 43 | 44 |
|---|---|
| | |

**Explanation:** (a) The calendar year of the first session being simulated should

OTA Input Document

N-AI
HE

| | | |
|---|---|---|
| ions: | Lines/Card 1 Cards/Sheet 1 | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

TITUTION CHARACTERISTICS

| 7 | 38 | 39 | 40 | 41 | 42 |
|---|---|---|---|---|---|
| | | | | | |

First Calendar Year

| 43 | 44 |
|---|---|
| | |

Number of Sim.Periods per Session

| 45 | 46 |
|---|---|
| | |

Length of Sim. Periods in Weeks

| 47 | 48 |
|---|---|
| | |

ssion being simulated should be indicated by the last two digits.

4

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ____________ | Session ______<br>Run Number ______ | Punching Instructions: ______ Lines/Card 1 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| D | E | F | I | N | E | | | 0 | 2 |

COST CENTER LEVELS

Level Number

| 11 |
|---|
| |

Level Name

| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |

Level Number

| 28 |
|---|
| |

Level Name

| 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | |

| 11 |
|---|
| |

| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |

| 28 |
|---|
| |

| 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | |

NESOTA Input Document

| | |
|---|---|
| Lines/Card 1 Cards/Sheet 2 | Sheet __ of __ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

NTER LEVELS

evel Name

| 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | |

Level Number

| 45 |
|---|
| |

Level Name

| 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |

| 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | |

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ________ | Session ____<br>Run Number ____ | Punching Instructions: Lines/Card 1 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| D | E | F | I | N | E | | | 0 | 3 |

## COST CENTERS

| Cost. Ctr. Level Number | Cost Ctr. Code | | | Cost Center Name | | | | | | | | | | | | | | | | Cost Ctr. Code of Affil. | | | Cost Ctr. Level Number |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |

**Explanation:**

(a) Code across the page, two cost centers per line.
(b) If there is no cost center of affiliation, leave blank.
(c) Use additional coding sheets of this type, as needed, t

ESOTA Input Document

Lines/Card 1 Cards/Sheet 10

Sheet ___ of ___

| Sys. Id. | | | |
|---|---|---|---|
| 77 | 78 | 79 | 80 |
| | | | |

CENTERS

| Ctr. e of fil. | | Cost Ctr. Level Number | Cost Ctr. Code | | | Cost Center Name | | | | | | | | | | | | | | | | Cost Ctr. Code of Affil. | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |

s per line.
tion, leave blank.
type, as needed, to code all cost centers.

6

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card___ |

Command Levels

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| D | E | F | I | N | E | | | 0 | 4 |

PROGRAM LEVELS

Level Number

| |
|---|
| 11 |
| |

Level Name

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| | | | | | | | | | | | | | | | |

Level Number

| |
|---|
| 28 |
| |

Level Name

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 |
| | | | | | | | | | | | | | |

| |
|---|
| 11 |
| |

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| | | | | | | | | | | | | | | | |

MPUS-MINNESOTA Input Document

| | |
|---|---|
| g Lines/Card___ Cards/Sheet___<br>tions: ______ | Sheet___of___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

PROGRAM LEVELS

Level Name

| 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | |

Level Number

| 45 |
|---|
| |

Level Name

| 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 C |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| D | E | F | I | N | E | | | 0 | 5 |

## P R O G R A M S

| Prog. Level Number 11 | Prog. Code 12 13 14 | Program Name 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 | Prog. Code of Affil. 31 32 33 | Prog. Level Number 34 | Pro Cod 35 3 |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

**Explanation:**

(a) Code across the page, two programs per line.
(b) If there is no program of affiliation, leave blank.
(c) Use additional coding sheets of this type, as needed, to code

-MINNESOTA Input Document

ons: Lines/Card 1 Cards/Sheet 10

Sheet__of__

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

P R O G R A M S

| Prog. Code of Affil. | | | Prog. Level Number | Prog. Code | | | Program Name | | | | | | | | | | | | | | | | Prog. Code of Affil. | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |

r line.
, leave blank.
type, as needed, to code all programs.

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| D | E | F | I | N | E | | | 0 | 6 |

## PROGRAM TO COST CENTER AFFILI

| Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Co Ct Co |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Explanation:

(a) Code across the page, ten program/cost center affiliations per line

(b) Only one Cost Center per program.

IPUS-MINNESOTA Input Document

ions: Lines/Card 1 Cards/Sheet 8

Sheet__of__

Sys. Id.

| | | | |
|---|---|---|---|
| 77 | 78 | 79 | 80 |
| | | | |

**AM TO COST CENTER AFFILIATION**

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Cost Ctr Code | | | Prog. Code | | | Cost Ctr Code | | |
| 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

center affiliations per line.

9

| | | |
|---|---|---|
| Coder ____________ | Run Number _____ | Punching Instructions: Lines/Card 1 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | C | T | I | V | I | T | Y | 0 | 1 |

## ACTIVITY TYPE

Activity Type
Code Name

| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |

Activity Type
Code Name

| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |

Activity Type
Code Name

| 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |

Activit
Code

| 41 | 42 | 43 |
|---|---|---|
| | | |

US-MINNESOTA Coding Sheets

g
tions:

Lines/Card 1 Cards/Sheet 1

Sheet___of___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

IVITY TYPE

ty Type
Name

| 34 | 35 | 36 | 37 | 38 | 39 | 40 |
|---|---|---|---|---|---|---|
| | | | | | | |

Activity Type
Code Name

| 41 | 42 |
|---|---|
| | |

| 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

Activity Type
Code Name

| 51 | 52 |
|---|---|
| | |

| 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 |
|---|---|---|---|---|---|---|---|
| | | | | | | | |

10

CAMPUS-MINNESOTA Input Document

Coder ______________ | Session ______ Run Number ______ | Punching Instructions: Lines/Card 1 Cards/

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| I | D | E | N | T | I | F | Y | 0 | 2 |

## SPECIALTY TYPE

| Specialty Code | | Type Name | | | | | | | | Specialty Code | | Type Name | | | | | | | | Specialty Code | | Type Name | | | | | | | | Specialty Code | | Type Name | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Explanation:

(a) Code across the page, six specialty types per line.

ESOTA Input Document

Lines/Card 1 Cards/Sheet 1

Sheet __ of __

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

ECIALTY TYPE

| | Specialty Type Code | Specialty Type Name | Specialty Type Code | Specialty Type Name | Specialty Type Code | Specialty Type Name |
|---|---|---|---|---|---|---|
| 38 39 40 | 41 42 | 43 44 45 46 47 48 49 50 | 51 52 | 53 54 55 56 57 58 59 60 | 61 62 | 63 64 65 66 67 68 69 70 |
| | | | | | | |

| | | | | | | |
|---|---|---|---|---|---|---|
| 38 39 40 | 41 42 | 43 44 45 46 47 48 49 50 | 51 52 | 53 54 55 56 57 58 59 60 | 61 62 | 63 64 65 66 67 68 69 70 |
| | | | | | | |

pes per line.

| | | |
|---|---|---|
| Coder ______ | Session ____<br>Run Number ____ | Punching Instructions: Lines/Card 4 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | C | T | I | V | I | T | Y | 0 | 3 |

SCHEDULE RANGE

| Schedule Range Code | Day or Night Code | Hrs. per Mtg. | Mtgs. per Wk. | Duration in Wks. | Schedule Range Code |
|---|---|---|---|---|---|
| 11 12 | 13 | 14 | 15 | 16 17 | 18 19 |
| 25 26 | 27 | 28 | 29 | 30 31 | 32 33 |
| 39 40 | 41 | 42 | 43 | 44 45 | 46 47 |
| 53 54 | 55 | 56 | 57 | 58 59 | 60 61 |

Explanation:

(a) Code across the page, two schedule ranges per line.
(b) Day - 0; Night - 1
(c) Use additional coding sheets of this type, as needed, to c

CAMPUS-MINNESOTA Input Document

| ing<br>uctions: | Lines/Card 4 Cards/Sheet 1 | Sheet __ of __ |
|---|---|---|

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

SCHEDULE RANGE

| ration n Wks. | Schedule Range Code | Day or Night Code | Hrs. per Mtg. | Mtgs. per Wk. | Duration in Wks. |
|---|---|---|---|---|---|
| 16 17 | 18 19 | 20 | 21 | 22 | 23 24 |
| 30 31 | 32 33 | 34 | 35 | 36 | 37 38 |
| 44 45 | 46 47 | 48 | 49 | 50 | 51 52 |
| 58 59 | 60 61 | 62 | 63 | 64 | 65 66 |

le ranges per line.

this type, as needed, to code all schedule ranges.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 3 Cards |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | C | T | I | V | I | T | Y | 0 | 4 |

SECTION SIZE RANGE

| Section Size Code | Minimum | Desired | Maximum | Section Size Code |
|---|---|---|---|---|
| 11 12 | 13 14 15 | 16 17 18 | 19 20 21 | 22 23 |
| 33 34 | 35 36 37 | 38 39 40 | 41 42 43 | 44 45 |
| 55 56 | 57 58 59 | 60 61 62 | 63 64 65 | |

Explanation:

(a) Code across the page, two section size ranges per line.
(b) Use additional coding sheets of this type, as needed, to code a

-MINNESOTA Input Document

Lines/Card 3 Cards/Sheet 1

ons: ____________________ Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

SECTION SIZE RANGE

| um | Section Size Code | Minimum | Desired | Maximum |
|---|---|---|---|---|
| 1 | 22 23 | 24 25 26 | 27 28 29 | 30 31 32 |
| 3 | 44 45 | 46 47 48 | 49 50 51 | 52 53 54 |
| 5 |  |  |  |  |

ize ranges per line.
s type, as needed, to code all section size ranges.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ________ | Session ____<br>Run Number ____ | Punching Instructions: ________ Lines/Card 3 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | C | T | I | V | I | T | Y | 0 | 5 |

RESOURCE COMBINATIONS

| Resource Combination Code | Resource One | | Resource Two | | Resource Three | | Resource Combination Code |
|---|---|---|---|---|---|---|---|
| | Type | Subtype | Type | Subtype | Type | Subtype | |
| 11 12 | 13 | 14 15 | 16 | 17 18 | 19 | 20 21 | 22 23 |
| 33 34 | 35 | 36 37 | 38 | 39 40 | 41 | 42 43 | 44 45 |
| 55 56 | 57 | 58 59 | 60 | 61 62 | 63 | 64 65 | |

Explanation:

(a) Code across the page, two resource combinations per line.
(b) Use additional coding sheets of this type, as needed, to code a

INNESOTA Input Document

ons: Lines/Card 3 Cards/Sheet 1

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

RCE COMBINATIONS

| rce Three Subtype | Resource Combination Code | Resource One Type | Resource One Subtype | Resource Two Type | Resource Two Subtype | Resource Three Type | Resource Three Subtype |
|---|---|---|---|---|---|---|---|
| 20 21 | 22 23 | 24 | 25 26 | 27 | 28 29 | 30 | 31 32 |
| 42 43 | 44 45 | 46 | 47 48 | 49 | 50 51 | 52 | 53 54 |
| 64 65 |  |  |  |  |  |  |  |

inations per line.

ype, as needed, to code all resource combinations.

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 2 C<br>Activity name is |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | C | T | I | V | I | T | Y | 0 | 6 |

ACTIVITIES

| Activity Name | Activity Number Code | Activity Calendar Code | Cost Ctr. Code of Affil. | Activity Type Code | Specialty Type Code | Succe Facto |
|---|---|---|---|---|---|---|
| ______________ | 11 12 13 14 | 15 16 17 18 | 19 20 21 | 22 23 | 24 25 | 26 27 |
| ______________ | 39 40 41 42 | 43 44 45 46 | 47 48 49 | 50 51 | 52 53 | 54 55 |
| ______________ | 11 12 13 14 | 15 16 17 18 | 19 20 21 | 22 23 | 24 25 | 26 27 |
| ______________ | 39 40 41 42 | 43 44 45 46 | 47 48 49 | 50 51 | 52 53 | 54 55 |
| ______________ | 11 12 13 14 | 15 16 17 18 | 19 20 21 | 22 23 | 24 25 | 26 27 |
| ______________ | 39 40 41 42 | 43 44 45 46 | 47 48 49 | 50 51 | 52 53 | 54 55 |
| ______________ | 11 12 13 14 | 15 16 17 18 | 19 20 21 | 22 23 | 24 25 | 26 27 |
| ______________ | 39 40 41 42 | 43 44 45 46 | 47 48 49 | 50 51 | 52 53 | 54 55 |

Explanation:

(a) Code across the page, one activity per line.
(b) Exception activities, as defined in the coding manual, are not cod
(c) The full activity name should be written in for the coder's refere
(d) If success factor and activity credits do not apply, leave blank.
(e) If activity type groups are not used, put a one in number of activ
(f) Use additional coding sheets of this type, as needed, to code all

MINNESOTA Input Document

Lines/Card 2 Cards/Sheet 4

: Activity name is not to be keypunched

Sheet ___ of ___

Sys. Id.

| | | | |
|---|---|---|---|
| 77 | 78 | 79 | 80 |
| | | | |

IVITIES

| vity pe de | Specialty Type Code | Success Factor | Activity Credits | Schedule Range Code | Section Size Range Code | Resource Comb. Code | No. of Activities |
|---|---|---|---|---|---|---|---|
| 23 | 24 25 | 26 27 28 | 29 30 | 31 32 | 33 34 | 35 36 | 37 38 |
| 51 | 52 53 | 54 55 56 | 57 58 | 59 60 | 61 62 | 63 64 | 65 66 |
| 23 | 24 25 | 26 27 28 | 29 30 | 31 32 | 33 34 | 35 36 | 37 38 |
| 51 | 52 53 | 54 55 56 | 57 58 | 59 60 | 61 62 | 63 64 | 65 66 |
| 23 | 24 25 | 26 27 28 | 29 30 | 31 32 | 33 34 | 35 36 | 37 38 |
| 51 | 52 53 | 54 55 56 | 57 58 | 59 60 | 61 62 | 63 64 | 65 66 |
| 23 | 24 25 | 26 27 28 | 29 30 | 31 32 | 33 34 | 35 36 | 37 38 |
| 51 | 52 53 | 54 55 56 | 57 58 | 59 60 | 61 62 | 63 64 | 65 66 |

ne.
oding manual, are not coded on this sheet.
in for the coder's reference.
not apply, leave blank.
a one in number of activities.
, as needed, to code all activities.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Car<br>Activity names are no |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | C | T | I | V | I | T | Y | 0 | 7 |

EXCEPTION ACTIVITIES

| Activity Name | Activity Number Code<br>11 12 13 14 | Activity Calendar Code<br>15 16 17 18 | Cost Ctr. Node of Affil.<br>19 20 21 | Activity Type Code<br>22 23 | Specialty Type Code<br>24 25 | Success Factor<br>26 27 28 | Activ Credi<br>29 30 |
|---|---|---|---|---|---|---|---|
| ______________ | | | | | | | |
| ______________ | | | | | | | |
| ______________ | | | | | | | |
| ______________ | | | | | | | |
| ______________ | | | | | | | |
| ______________ | | | | | | | |
| ______________ | | | | | | | |
| ______________ | | | | | | | |
| ______________ | | | | | | | |
| ______________ | | | | | | | |

Explanation:

(a) Code across the page, one exception activity per line.
(b) The full activity name should be written in for the coder's refe
(c) Day -0; Night - 1.
(d) Use additional coding sheets of this type, as needed, to code al

OTA Input Document

| | |
|---|---|
| Lines/Card 1 Cards/Sheet 10<br>: Activity names are not to be keypunched | Sheet ___ of ___ |

EPTION ACTIVITIES

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

| | | | Activity Schedule | | | | Activity Section Size | | |
|---|---|---|---|---|---|---|---|---|---|
| Specialty Type Code | Success Factor | Activity Credits | Day or Night | Hrs./Mtg. | Mtgs./Wk. | Dur'n in Wks | Minimum | Desired | Maximum |
| 24 25 | 26 27 28 | 29 30 | 31 | 32 | 33 | 34 35 | 36 37 38 | 39 40 41 | 42 43 44 |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

vity per line.
in for the coder's reference.

e, as needed, to code all exception activities.

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 3 Car |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | C | T | I | V | I | T | Y | 0 | 8 |

## EXCEPTION ACTIVITY RESOURCES

| Activity Number Code | Resource Type | Resource Subtype | Cost Ctr. Code of Affil. | Proportional Basis | Quantity | D Nig |
|---|---|---|---|---|---|---|
| 11 12 13 14 | 15 | 16 17 | 18 19 20 | 21 | 22 23 24 25 26 | |
| | 32 | 33 34 | 35 36 37 | 38 | 39 40 41 42 43 | |
| | 49 | 50 51 | 52 53 54 | 55 | 56 57 58 59 60 | |
| 11 12 13 14 | 15 | 16 17 | 18 19 20 | 21 | 22 23 24 25 26 | |
| | 32 | 33 34 | 35 36 37 | 38 | 39 40 41 42 43 | |
| | 49 | 50 51 | 52 53 54 | 55 | 56 57 58 59 60 | |

Explanation

(a) Code across the page, one resource per line, with a maximu
(b) If the number of resources for an activity exceeds three,
the need for those excess resources.
(c) The first resource for each activity must be coded on a li
(beginning with column 11). If the number of resources f
two or one line blank.
(d) Quantity must be expressed to two decimal places. (e
(f) Use additional coding sheets of this type, as needed, to c

CAMPUS-MINNESOTA Input Document

nching
structions: Lines/Card 3 Cards/Sheet 2

Sheet ___ of ___

Sys. Id.

| | | | |
|---|---|---|---|
| 77 | 78 | 79 | 80 |

EXCEPTION ACTIVITY RESOURCES

| | | | Resource Schedule | | |
|---|---|---|---|---|---|
| Proportional Basis | Quantity | Day or Night Code | Hrs. per Mtg. | Mtgs. per Wk. | Duration in Wks. |
| 21 | 22 23 24 25 26 | 27 | 28 | 29 | 30 31 |
| 38 | 39 40 41 42 43 | 44 | 45 | 46 | 47 48 |
| 55 | 56 57 58 59 60 | 61 | 62 | 63 | 64 65 |
| | | | | | |
| 21 | 22 23 24 25 26 | 27 | 28 | 29 | 30 31 |
| 38 | 39 40 41 42 43 | 44 | 45 | 46 | 47 48 |
| 55 | 56 57 58 59 60 | 61 | 62 | 63 | 64 65 |

resource per line, with a maximum of three resources per activity.
s for an activity exceeds three, a new activity must be defined, which generates
resources.
ch activity must be coded on a line that provides for the Activity Number code
1). If the number of resources for an activity is one or two, leave respectively,

d to two decimal places. (e) Day - 0; Night - 1.
ets of this type, as needed, to code all exception activity resources.

|  |  |  |
|---|---|---|
| Coder ______ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 2 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| P | R | O | G | R | A | M |  | 0 | 1 |

PROGRAM CURRICULA

| Program Code | Cr.Rg./ Ac.Yr. | Sim. Prd. | Curriculum Number | Cr.Rg./ Ac.Yr. | Sim. Prd. | Curriculum Number |
|---|---|---|---|---|---|---|
| 11 12 13 | 14 15 | 16 | 17 18 19 20 | 21 22 | 23 | 24 25 26 27 |
|  | 42 43 | 44 | 45 46 47 48 | 49 50 | 51 | 52 53 54 55 |
| 11 12 13 | 14 15 | 16 | 17 18 19 20 | 21 22 | 23 | 24 25 26 27 |
|  | 42 43 | 44 | 45 46 47 48 | 49 50 | 51 | 52 53 54 55 |
| 11 12 13 | 14 15 | 16 | 17 18 19 20 | 21 22 | 23 | 24 25 26 27 |
|  | 42 43 | 44 | 45 46 47 48 | 49 50 | 51 | 52 53 54 55 |
| 11 12 13 | 14 15 | 16 | 17 18 19 20 | 21 22 | 23 | 24 25 26 27 |
|  | 42 43 | 44 | 45 46 47 48 | 49 50 | 51 | 52 53 54 55 |

Explanation:

(a) Code across the page, four curriculum numbers per li
(b) Where more than two lines are necessary to code curr
number at the beginning of the third line used.
(c) Begin each program on a new line that provides for t
curriculum numbers for a program can be coded in one
(d) Use additional coding sheets of this type, as neede

CAMPUS-MINNESOTA Input Document

hing
ructions:

Lines/Card 2 Cards/Sheet 4

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

PROGRAM CURRICULA

| Cr.Rg./ Ac.Yr. | | Sim. Prd. | Curriculum Number | | | | Cr.Rg./ Ac.Yr. | | Sim. Prd. | Curriculum Number | | | | Cr.Rg./ Ac.Yr. | | Sim. Prd. | Curriculum Number | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 |
| 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 |
| 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 |
| 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 |
| 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 |

our curriculum numbers per line.

es are necessary to code curriculum numbers for a program, repeat the program code
of the third line used.

new line that provides for the program code (beginning in column 11) i.e. if
a program can be coded in one line or three lines, leave the following line blank.

heets of this type, as needed, to code curriculum numbers for all programs.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Card |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| P | R | O | G | R | A | M | | 0 | 2 |

Curriculums, Activities and Participation Rates

| Curriculum Number | Activity No. Code | Part'n Rate | Acty. No. Code | Part'n Rate | Acty. No. Code | Part'n Rate | Acty. No. Code | Part'n Rate | Acty. No. Code |
|---|---|---|---|---|---|---|---|---|---|
| 11 12 13 14 | 15 16 17 18 | 19 20 21 | 22 23 24 25 | 26 27 28 | 29 30 31 32 | 33 34 35 | 36 37 38 39 | 40 41 42 | 43 44 45 46 |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

**Explanation:**

(a) Code across the page, eight activities per line.
(b) Where more than one line is necessary to enumerate the activities c lum number at the beginning of each line used.
(c) Each curriculum must begin on a new line.
(d) Participation rate must be expressed as a percentage with no decima
(e) Use additional coding sheets of this type, as needed, to code all c

MINNESOTA Input Document

Lines/Card 1 Cards/Sheet 10

Sheet ___ of ___

s:

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

ties and Participation Rates

| Acty. No.Code | Part'n Rate | Acty. No.Code | Part'n Rate | Acty. No.Code | Part'n Rate | Acty. No.Code | Part'n Rate | Acty. No.Code | Part'n Rate |
|---|---|---|---|---|---|---|---|---|---|
| 36 37 38 39 | 40 41 42 | 43 44 45 46 | 47 48 49 | 50 51 52 53 | 54 55 56 | 57 58 59 60 | 61 62 63 | 64 65 66 67 | 68 69 70 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

r line.
enumerate the activities constituting a curriculum, repeat the curricu-
used.

percentage with no decimal place.
, as needed, to code all curricula.

| | | |
|---|---|---|
| Coder ________ | Session ____<br>Run Number ____ | Punching Instructions: Lines/Card 1 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| P | R | O | G | R | A | M | | 0 | 3 |

PROGRAM ENROLMENT UPDATE BY SIMULATION

| Prog. Code | | | Prog. Dur'n | | Enrolment Update 1 2 3 4 | | | | Prog. Code | | | Prog. Dur'n | | Enrolment Update 1 2 3 4 | | | | Prog. Code | | | Prog. Dur'n | | Enrolment Update 1 2 3 4 | | | | Prog. Code | | | Pr Du |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Explanation:

(a) Code across the page, six programs per line.
(b) Prog. Dur'n refers to the duration of a program in number
(c) Enrolment update is processed prior to simulation period l
(d) Use additional coding sheets of this type, as needed, to c

AMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| ng<br>ctions: | Lines/Card 1 Cards/Sheet 10 | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

LMENT UPDATE BY SIMULATION PERIOD

| g.Prog.<br>e | Prog.<br>Dur'n | Enrol-ment Update 1 2 3 4 | Prog. Code | Prog. Dur'n | Enrol-ment Update 1 2 3 4 | Prog. Code | Prog. Dur'n | Enrol-ment Update 1 2 3 4 | Prog Code | Prog. Dur'n | Enrol-ment Update 1 2 3 4 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 31 | 32 33 | 34 35 36 37 | 38 39 40 | 41 42 | 43 44 45 46 | 47 48 49 | 50 51 | 52 53 54 55 | 56 57 58 | 59 60 | 61 62 63 64 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

7

ams per line.
ion of a program in number of academic years or credit ranges.
rior to simulation period 1,2,3 and/or 4 as indicated by: Yes -1; No - 0.
this type, as needed, to code update information for all programs.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| P | R | O | G | R | A | M | | 0 | 4 |

CREDITS PER CREDIT RANGE BY PROGR

| Prog. Code | | | Credits/ Cr. Rg. | | Prog. Code | | | Credits/ Cr. Rg. | | Prog. Code | | | Credits/ Cr. Rg. | | Prog. Code | | | Credits/ Cr. Rg. | | Prog. Code | | | Credits/ Cr. Rg | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |

(a) Code across the page eight programs per line.
(b) If one "credits per credit range" figure applies ac
code that figure in columns 14 and 15, leaving the
figure can be overridden for exceptions, by coding
their program codes in the columns that follow.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| hing<br>ructions: | Lines/Card 1 Cards/Sheet 10 | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

EDITS PER CREDIT RANGE BY PROGRAM

s/ .

| Prog. Code | Credits/ Cr. Rg. | Prog. Code | Credits/ Cr. Rg. | Prog. Code | Credits/ Cr. Rg. | Prog. Code | Credits/ Cr. Rg. | Prog. Code | Credits/ Cr. Rg. |
|---|---|---|---|---|---|---|---|---|---|
| 26 27 28 | 29 30 | 31 32 33 | 34 35 | 36 37 38 | 39 40 | 41 42 43 | 44 45 | 46 47 48 | 49 50 |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

eight programs per line.
credit range" figure applies across the institution,
columns 14 and 15, leaving the program code blank. This
dden for exceptions, by coding these exceptions with
in the columns that follow.

| | | |
|---|---|---|
| Coder ______ | Run Number ____ | Punching Instructions: Lines/Card 1 Card |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | U | D | E | N | T | | 0 | 1 |

NEW ENTRANTS TO THE INSTITUTION WITH NO AC

Simulation Period
One

| 11 | 12 | 13 | 14 | 15 |
|---|---|---|---|---|
| | | | | |

Simulation Period
Two

| 16 | 17 | 18 | 19 | 20 |
|---|---|---|---|---|
| | | | | |

Simulation P
Three

| 21 | 22 | 23 | 24 | 2 |
|---|---|---|---|---|
| | | | | |

**Explanation:**

(a) Code across the page, only for applicable simulat

* The term, Freshmen will be used hereafter synonymously with New
with no Academic Credit.

PUS-MINNESOTA Coding Sheets

Lines/Card 1 Cards/Sheet 1

Sheet ___ of ___

ns: ________________________________________

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

THE INSTITUTION WITH NO ACADEMIC CREDIT*

riod

| 20 |
|---|
| |

Simulation Period
Three

| 21 | 22 | 23 | 24 | 25 |
|---|---|---|---|---|
| | | | | |

only for applicable simulation periods.

after synonymously with New Entrants to the Institution

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______________ | Session _____<br>Run Number _____ | Punching Instructions: Lines/Card 1 Ca<br>Decimal points are |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | U | DE | N | T | | | 0 | 2 |

DISTRIBUTION OF FRESHMEN BY

| Prog. Code | | | % of Freshmen | | | | Prog. Code | | | % of Freshmen | | | | Prog. Code | | | % of Freshmen | | | | Prog. Code | | | % of Freshmen | | | | Prog. Code | | | % of Freshmen | | | | Prog. Code | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |

Explanation:

(a) Code across the page, nine programs per line.
(b) Percentage of total freshmen entrants in each progra

-MINNESOTA Input Document

Lines/Card 1 Cards/Sheet 10

ns: Decimal points are not to be keypunched

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

TRIBUTION OF FRESHMEN BY PROGRAM

| f men | Prog. Code | % of Freshmen | Prog. Code | % of Freshmen | Prog. Code | % of Freshmen | Prog. Code | % of Freshmen | Prog. Code | % of Freshme |
|---|---|---|---|---|---|---|---|---|---|---|
| 37 38 | 39 40 41 | 42 43 44 45 | 46 47 48 | 49 50 51 52 | 53 54 55 | 56 57 58 59 | 60 61 62 | 63 64 65 66 | 67 68 69 | 70 71 72 |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

rograms per line.

entrants in each program must be expressed to one decimal place.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ____________ | Session _____<br>Run Number _____ | Punching Instructions: Lines/Card 2 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | U | D | E | N | T | | 0 | 3 |

NEW ENTRANTS WITH ADVANCED ACADEMIC STAND

| Program Code | Cr.Rg./ Ac.Yr. | Sim. Prd. | New Entrants | Cr.Rg./ Ac.Yr. | Sim. Prd. | New Entrants |
|---|---|---|---|---|---|---|
| 11 12 13 | 14 15 | 16 | 17 18 19 | 20 21 | 22 | 23 24 25 |
| | 38 39 | 40 | 41 42 43 | 44 45 | 46 | 47 48 49 |
| 11 12 13 | 14 15 | 16 | 17 18 19 | 20 21 | 22 | 23 24 25 |
| | 38 39 | 40 | 41 42 43 | 44 45 | 46 | 47 48 49 |
| 11 12 13 | 14 15 | 16 | 17 18 19 | 20 21 | 22 | 23 24 25 |
| | 38 39 | 40 | 41 42 43 | 44 45 | 46 | 47 48 49 |
| 11 12 13 | 14 15 | 16 | 17 18 19 | 20 21 | 22 | 23 24 25 |
| | 38 39 | 40 | 41 42 43 | 44 45 | 46 | 47 48 49 |

Explanation:

(a) Code across the page, four simulation periods per line.
(b) If more than two lines are needed to code new entrants in
lation periods of a program, repeat the program code wher
(c) Begin each program on a line that provides for the progra
line is necessary to code new entrants into a program, le
(d) Use additional coding sheets of this type, as needed, to

INNESOTA Input Document

| | |
|---|---|
| Lines/Card 2 Cards/Sheet 4<br>ons: ______ | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

TH ADVANCED ACADEMIC STANDING

| .Rg./ .Yr. | Sim. Prd. | New Entrants | Cr.Rg./ Ac.Yr. | Sim. Prd. | New Entrants | Cr.Rg./ Ac.Yr. | Sim. Prd. | New Entrants |
|---|---|---|---|---|---|---|---|---|
| 21 | 22 | 23 24 25 | 26 27 | 28 | 29 30 31 | 32 33 | 34 | 35 36 37 |
| 45 | 46 | 47 48 49 | 50 51 | 52 | 53 54 55 | 56 57 | 58 | 59 60 61 |
| 21 | 22 | 23 24 25 | 26 27 | 28 | 29 30 31 | 32 33 | 34 | 35 36 37 |
| 4 45 | 46 | 47 48 49 | 50 51 | 52 | 53 54 55 | 56 57 | 58 | 59 60 61 |
| 21 | 22 | 23 24 25 | 26 27 | 28 | 29 30 31 | 32 33 | 34 | 35 36 37 |
| 4 45 | 46 | 47 48 49 | 50 51 | 52 | 53 54 55 | 56 57 | 58 | 59 60 61 |
| 0 21 | 22 | 23 24 25 | 26 27 | 28 | 29 30 31 | 32 33 | 34 | 35 36 37 |
| 4 45 | 46 | 47 48 49 | 50 51 | 52 | 53 54 55 | 56 57 | 58 | 59 60 61 |

lation periods per line.
ed to code new entrants into all relevant academic years/credit ranges and simu-
peat the program code wherever allowed for.
at provides for the program code in the first three columns; i.e. if only one
ntrants into a program, leave the following line blank.
this type, as needed, to code new entrants into all applicable programs.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ________ | Session ____<br>Run Number ____ | Punching Instructions: Lines/Card 1 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | U | D | E | N | T | | 0 | 4 |

## STUDENT TRANSITIONS

| Origin Prog. Code | Origin Cr.Rg/ Ac.Yr. | Destination I Prog. Code | Destination I Cr.Rg/ Ac.Yr. | Destination I Trans Rate | Destination II Prog. Code | Destination II Cr.Rg/ Ac.Yr. | Destination II Trans Rate | Destination III Prog. Code | Destination III Cr.Rg/ Ac.Yr. | Destination III Trans Rate | Desti Prog Code |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 12 13 | 14 15 | 16 17 18 | 19 20 | 21 22 23 | 24 25 26 | 27 28 | 29 30 31 | 32 33 34 | 35 36 | 37 38 39 | 40 41 42 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

EXPLANATION:

(a) Code across the page, six transitions per line.
(b) New origin academic years/credit ranges within a program a
(c) Transition rate must be expressed as a percentage with no
(d) Use additional coding sheets of this type, as needed, to c

MINNESOTA Input Document

| | |
|---|---|
| Lines/Card 1 Cards/Sheet 10 | Sheet ___ of ___ |
| ons: ____________________ | |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

STUDENT TRANSITIONS

Destination III

| Prog. Code | | | Cr.Rg/ Ac.Yr. | | Trans Rate | | |
|---|---|---|---|---|---|---|---|
| 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Destination IV

| Prog Code | | | Cr.Rg/ Ac.Yr. | | Trans Rate | | |
|---|---|---|---|---|---|---|---|
| 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Destination V

| Prog. Code | | | Cr.Rg./ Ac.Yr | | Trans. Rate | | |
|---|---|---|---|---|---|---|---|
| 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Destination VI

| Prog. Code | | | Cr.Rg./ Ac.Yr | | Trans Rate | | |
|---|---|---|---|---|---|---|---|
| 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

ansitions per line.
edit ranges within a program and new programs must begin on a new line.
essed as a percentage with no decimal place.
of this type, as needed, to code all transitions within and between programs.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ____________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Car |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | U | D | E | N | T | | 0 | 5 |

STUDENT CREDIT LOAD

| Prog. Code | Sim. Period | Credit Load | Student Part'n(%) | Sim. Period | Credit Load | Student Part'n(%) | Sim. Period | Credit Load |
|---|---|---|---|---|---|---|---|---|
| 11 12 13 | 14 | 15 16 | 17 18 19 | 20 | 21 22 | 23 24 25 | 26 | 27 28 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Explanation:

(a) Code across the page, four credit loads per line, in ascendin
(b) Where the number of credit loads in a given simulation period
tion period may begin in mid-line. A new program however, mu
(c) Student participation must be expressed as a percentage with
(d) Use additional coding sheets of this type, as needed, to code
of all programs.

S-MINNESOTA Input Document

g Lines/Card 1 Cards/Sheet 10
tions: ______________________

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

DENT CREDIT LOAD

| edit Load | Student Part'n(%) | | | Sim. Period | Credit Load | | Student Part'n(%) | | | Sim. Period | Credit Load | | Student Part'n(%) | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

t loads per line, in ascending order of number of credits in a credit load.
in a given simulation period of a program is less than four, a new simula-
e. A new program however, must begin on a new line.
xpressed as a percentage with no decimal place.
this type, as needed, to code credit loads for applicable simulation periods

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | A | F | F | | | | 0 | 1 |

ACADEMIC STAFF RANKS COMMON
ALL COST CENTERS

Rank Code

| 11 | 12 |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Rank Name

| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

Average Annual Salary

| 29 | 30 | 31 |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Weekly Staffing Units

| 32 | 33 |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Off
Spa

**Explanation:**
(a) Code across the page, one academic staff rank per line.
(b) Salary must be expressed in hundreds of dollars; office spac

MPUS-MINNESOTA Input Document

ing Lines/Card 1 Cards/Sheet 10
uctions: ____

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

IC STAFF RANKS COMMON TO
ALL COST CENTERS

| Average Annual Salary |  |  | Weekly Staffing Units |  | Office Space |  |  |
|---|---|---|---|---|---|---|---|
| 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

emic staff rank per line.
ndreds of dollars; office space, in square feet.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ____________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 4 Card |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | A | F | F | | | | 0 | 2 |

ACADEMIC STAFF TEACHING DUTIES C
COST CENTERS

| Activity Type Code | No. of Staffing Units Credit Per Contact Hour | Activity Type Code |
|---|---|---|
| 11 12 | 13 14 15 16 | 17 18 |
| 23 24 | 25 26 27 28 | 29 30 |
| 35 36 | 37 38 39 40 | 41 42 |

Explanation:
(a) Code across the page, two activity types per line.
(b) Number of staffing units credit per contact hour mus

-MINNESOTA Input Document

ns: Lines/Card 4 Cards/Sheet 1

Sheet ___ of ___

Sys. Id.

77 78 79 80

STAFF TEACHING DUTIES COMMON TO ALL COST CENTERS

| | | |
|---|---|---|
| fing t Per ur | Activity Type Code | No. of Staffing Units Credit Per Contact Hour |
| | 17 18 | 19 20 21 22 |
| | 29 30 | 31 32 33 34 |
| | 41 42 | 43 44 45 46 |

activity types per line.
credit per contact hour must be expressed to two decimal places.

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Car |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | A | F | F | | | | 0 | 3 |

ACADEMIC STAFF NON-TEACHING DUTIES COM

ALL COST CENTERS

Non-teaching Duty Code

| 11 | 12 |
|---|---|
| | |
| | |
| | |
| | |
| | |

Duty Name

| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

Rank Req'd

| 29 | 30 |
|---|---|
| | |
| | |
| | |
| | |
| | |

Weekly Credit of Staffing Units

| 31 | 32 | 33 | 34 |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Prop'l Basis

| 35 | 36 |
|---|---|
| | |
| | |
| | |
| | |
| | |

Q

Explanation:

(a) Code across the page, one non-teaching duty per line.

(b) Where a duty is not rank specific, code a 99 in column 30. Other appropriate rank code.

(c) Quantity must be expressed to two decimal places.

US-MINNESOTA Coding Sheets

ons: Lines/Card 1 Cards/Sheet 5

Sheet___of___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

FF NON-TEACHING DUTIES COMMON TO

ALL COST CENTERS

| Weekly Credit of Staffing Units | | | | Prop'l Basis | | Quantity | | | | | Prop'l Basis | | Quantity | | | | | Prop'l Basis | | Quantity | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |

7

ing duty per line.
code a 99 in column 30. Otherwise, fill in rank required with the

ecimal places.

29

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 2 Car |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | A | F | F | | | | 0 | 4 |

ACADEMIC SUPPORT STAFF COMMON TO ALL COS

Type Code

| | |
|---|---|
| 11 | 12 |
| | |
| 37 | 38 |
| | |

Type Name

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | | | | | | | | | | |
| 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 |
| | | | | | | | | | | | | | | | |

Average Annual Salary

| | | |
|---|---|---|
| 29 | 30 | 31 |
| | | |
| 55 | 56 | 57 |
| | | |

| | |
|---|---|
| 11 | 12 |
| | |
| 37 | 38 |
| | |

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | | | | | | | | | | |
| 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 |
| | | | | | | | | | | | | | | | |

| | | |
|---|---|---|
| 29 | 30 | 31 |
| | | |
| 55 | 56 | 57 |
| | | |

| | |
|---|---|
| 11 | 12 |
| | |
| 37 | 38 |
| | |

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | | | | | | | | | | |
| 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 |
| | | | | | | | | | | | | | | | |

| | | |
|---|---|---|
| 29 | 30 | 31 |
| | | |
| 55 | 56 | 57 |
| | | |

**Explanation:**

(a) Code across the page, one academic support staff type per
(b) Salary must be expressed in hundreds of dollars.
(c) Number of contact hours is expressed with no decimal place
(d) Office space is expressed in square feet.

NNESOTA Input Document

| | |
|---|---|
| ons: Lines/Card 2 Cards/Sheet 3 | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

T STAFF COMMON TO ALL COST CENTERS

| | Average Annual Salary | No. of Contact Hrs. Available per Wk. | Office Space |
|---|---|---|---|
| 6 27 28 | 29 30 31 | 32 33 | 34 35 36 |
| 2 53 54 | 55 56 57 | 58 59 | 60 61 62 |
| 6 27 28 | 29 30 31 | 32 33 | 34 35 36 |
| 2 53 54 | 55 56 57 | 58 59 | 60 61 62 |
| 6 27 28 | 29 30 31 | 32 33 | 34 35 36 |
| 2 53 54 | 55 56 57 | 58 59 | 60 61 62 |

c support staff type per line.
eds of dollars.
ssed with no decimal place.
are feet.

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Car |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | T | A | F | F | | | | 0 | 5 |

NON-ACADEMIC STAFF

| Cost Ctr. Level | Cost Ctr. Code | Non-Ac.Staff Type Code | Non-Academic Staff Type Name | Average Annual Salary | Office Space | Pr Bas |
|---|---|---|---|---|---|---|
| 11 | 12 13 14 | 15 16 | 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 | 33 34 35 | 36 37 38 | 3 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

**Explanation:**

(a) Code across the page, one non-academic staff type per lir

(b) Salary must be expressed in hundreds of dollars; office sp

(c) Quantity must be expressed to two decimal places.

(d) Use additional coding sheets of this type, as needed, to c all cost centers at one cost center level.

NNESOTA Input Document

| | |
|---|---|
| Lines/Card 1 Cards/Sheet 10 | Sheet___of___ |
| : | |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

CADEMIC STAFF

| Average Annual Salary | Office Space | Prop'l Basis | Quantity | Prop'l Basis | Quantity | Prop'l Basis | Quantity |
|---|---|---|---|---|---|---|---|
| 33 34 35 | 36 37 38 | 39 40 | 41 42 43 44 45 | 46 47 | 48 49 50 51 52 | 53 54 | 55 56 57 58 59 |

ademic staff type per line.
eds of dollars; office space, in square feet.
decimal places.
his type, as needed, to code all non-academic staff types common to
er level.

31

| | | |
|---|---|---|
| Coder ________________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 C |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| X | S | T | A | F | F | | | 0 | 1 |

ACADEMIC STAFF RANKS SPECIFIED BY COST CE

| Cost Ctr. Level | Cost Center | | | Rank Code | | Average Annual Salary | | | Weekly Staffing Units | | Office Space | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

Explanation:

(a) Code across the page one staff rank per line.
(b) Salary must be expressed in hundreds of dollars; office space in square
(c) Use additional coding sheets of this type, as needed, to code all cost c

CAMPUS-MINNESOTA Input Document

hing
ructions: Lines/Card 1 Cards/Sheet 10

Sheet __ of __

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

FF RANKS SPECIFIED BY COST CENTER

| Weekly Staffing Units | | Office Space | | |
|---|---|---|---|---|
| 20 | 21 | 22 | 23 | 24 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

r line.
f dollars; office space in square feet.
ype, as needed, to code all cost center specific ranks of academic staff.

| | | |
|---|---|---|
| Coder ______ | Session ____<br>Run Number ____ | Punching Instructions: Lines/Card 4 Car |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| X | S | T | A | F | F | | | 0 | 2 |

ACADEMIC STAFF TEACHING ACTIVITIES SPECIFIE

| Cost Center Level | Cost Center Code | | | Activity Type Code | |
|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 |
| | | | | | |
| 21 | 22 | 23 | 24 | 25 | 26 |
| | | | | | |
| 31 | 32 | 33 | 34 | 35 | 36 |
| | | | | | |
| 41 | 42 | 43 | 44 | 45 | 46 |
| | | | | | |
| 51 | 52 | 53 | 54 | 55 | 56 |
| | | | | | |
| 61 | 62 | 63 | 64 | 65 | 66 |
| | | | | | |

Explanation:

(a) Code across the page, one activity type per line.
(b) Leave the cost center code blank where the information is center level.
(c) Staffing units must be coded to two decimal places.
(d) Use additional coding sheets of this type, as needed to c activities.

S-MINNESOTA Input Document

| | |
|---|---|
| Lines/Card 4 Cards/Sheet 1 | Sheet ___of___ |

ons: ________________________________________

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

EACHING ACTIVITIES SPECIFIED BY COST CENTER

| Activity Type Code | No. of Staffing Units Credit Per Contact Hour |
|---|---|
| 15 16 | 17 18 19 20 |
| 25 26 | 27 28 29 30 |
| 35 36 | 37 38 39 40 |
| 45 46 | 47 48 49 50 |
| 55 56 | 57 58 59 60 |
| 65 66 | 67 68 69 70 |

ctivity type per line.
blank where the information is common to all cost centers at a cost

d to two decimal places.
s of this type, as needed to code all cost center specified teaching

| | | |
|---|---|---|
| Coder ______ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Card<br>Decimal points are n |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| X | S | T | A | F | F | | | 0 | 3 |

ACADEMIC STAFF NON-TEACHING DUTIES SPECIFIED

| Cost Center Level | Cost Center Code | | | Non-Teaching Duty Code | | Rank Req'd | | Weekly Credit of Staffing Units | | | | Prop'l Basis | | Quantity | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |

Explanation:

(a) Code across the page, one non-teaching duty per line.
(b) Where information on a duty applies to all cost centers at one level, l
(c) If the duty is not rank specific, code a 99 in column 17-18. Otherwise, rank code.
(d) Quantity must be expressed to two decimal places. At least one proport each duty.
(e) Use additional coding sheets of this type, as needed, to code all cost

CAMPUS-MINNESOTA Input Document

| | |
|---|---|
| ng<br>ctions: | Lines/Card 1 Cards/Sheet 10<br>Decimal points are not to be keypunched |
| Sheet___of___ | |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

NON-TEACHING DUTIES SPECIFIED BY COST CENTER

| ekly Credit f Staffing Units | | | | Prop'l Basis | | Quantity | | | | | Prop'l Basis | | Quantity | | | | | Prop'l Basis | | Quantity | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |

ng duty per line.
to all cost centers at one level, leave the cost center code blank.
de a 99 in column 17-18. Otherwise, code rank required with the appropriate

cimal places. At least one proportional basis and quantity must be specified for

type, as needed, to code all cost center specified non-teaching duties.

| | | |
|---|---|---|
| Coder ____________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Carc ______ |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| X | S | T | A | F | F | | | 0 | 4 |

ACADEMIC STAFF INVENTORY, TRANSITI

BY COST C

Transitions

| Cost Ctr. Code | Rank Code | Hiring Code | Initial Inventory | Same | Prom |
|---|---|---|---|---|---|
| 11 12 13 | 14 15 | 16 | 17 18 19 | 20 21 | 22 |
| | | | | | |
| 32 33 34 | 35 36 | 37 | 38 39 40 | 41 42 | 43 |
| | | | | | |
| 11 12 13 | 14 15 | 16 | 17 18 19 | 20 21 | 22 |
| | | | | | |
| 32 33 34 | 35 36 | 37 | 38 39 40 | 41 42 | 43 |
| | | | | | |
| 11 12 13 | 14 15 | 16 | 17 18 19 | 20 21 | 22 |
| | | | | | |
| 32 33 34 | 35 36 | 37 | 38 39 40 | 41 42 | 43 |
| | | | | | |
| 11 12 13 | 14 15 | 16 | 17 18 19 | 20 21 | 22 |
| | | | | | |
| 32 33 34 | 35 36 | 37 | 38 39 40 | 41 42 | 43 |
| | | | | | |

Explanation:

(a) Code across the page, one rank per line.
(b) Hiring code: Yes - 1; No - 0.
(c) Transition must be coded as a percentage with no dec
(d) Use additional coding sheets of this type, as needed staff.

NESOTA Input Document

| | |
|---|---|
| s: Lines/Card 2 Cards/Sheet 4 | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

VENTORY, TRANSITION AND HIRING CRITERIA SPECIFIED

BY COST CENTER

| Transitions | | Hiring Criteria | | Percent Distribution | |
|---|---|---|---|---|---|
| Same | Promote | Min. Desired | Maximum Fixed | Minimum Desired | Maximum Desired |
| 20 21 | 22 23 | 24 25 | 26 27 | 28 29 | 30 31 |
| 41 42 | 43 44 | 45 46 | 47 48 | 49 50 | 51 52 |
| 20 21 | 22 23 | 24 25 | 26 27 | 28 29 | 30 31 |
| 41 42 | 43 44 | 45 46 | 47 48 | 49 50 | 51 52 |
| 20 21 | 22 23 | 24 25 | 26 27 | 28 29 | 30 31 |
| 41 42 | 43 44 | 45 46 | 47 48 | 49 50 | 51 52 |
| 20 21 | 22 23 | 24 25 | 26 27 | 28 29 | 30 31 |
| 41 42 | 43 44 | 45 46 | 47 48 | 49 50 | 51 52 |

ine.

ntage with no decimal place.
s type, as needed, to code all ranks of cost center specific academic

35

| | | |
|---|---|---|
| Coder ______ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| X | S | T | A | F | F | | | 0 | 5 |

ACADEMIC STAFF OPTIMIZATION AND UPDATE

COST CENTER

| Cost Center Level | Cost Center Code | | | Staffing Optimization I | II | III | I |
|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 1 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Explanation:

(a) Code across the page, one cost center per line.
(b) Cost center level must always be coded. Leave the cost ce
information is common to all cost centers at this level.
(c) See manual for Optimization Policies.
(d) Staff update is processed prior to simulation period 1, 2,
(e) Use additional coding sheets of this type, as needed, to c

AMPUS-MINNESOTA Input Document

ng Lines/Card 1 Cards/Sheet 10

ctions: ______________________________

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

AFF OPTIMIZATION AND UPDATE POLICIES SPECIFIED BY

COST CENTER

| Staffing Optimization Policies |  |  |  |  | Staffing Update |  |  |
|---|---|---|---|---|---|---|---|
| I | II | III | IV | V | 1 | 2 | 3 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

cost center per line.
ays be coded. Leave the cost center code blank to indicate that this
ll cost centers at this level.
n Policies.
prior to simulation period 1, 2, 3 as indicated by Yes - 1; No - 0.
ts of this type, as needed, to code staff policy for all cost centers.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ________ | Session ____<br>Run Number ____ | Punching Instructions: Lines/Card 2 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 0 | 1 |

## CLASSROOM SIZES

1

| 11 | 12 | 13 | 14 | 15 |
|---|---|---|---|---|
| | | | | |

2

| 16 | 17 | 18 | 19 | 20 |
|---|---|---|---|---|
| | | | | |

3

| 21 | 22 | 23 | 24 | 25 |
|---|---|---|---|---|
| | | | | |

6

| 36 | 37 | 38 | 39 | 40 |
|---|---|---|---|---|
| | | | | |

7

| 41 | 42 | 43 | 44 | 45 |
|---|---|---|---|---|
| | | | | |

8

| 46 | 47 | 48 | 49 | 50 |
|---|---|---|---|---|
| | | | | |

**Explanation:**
(a) Code across the page, five classroom sizes per li
(b) Classroom size must be defined in terms of the nu

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| ching<br>structions: | Lines/Card 2 Cards/Sheet 1 | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

## C L A S S R O O M

## S I Z E S

3

| 21 | 22 | 23 | 24 | 25 |
|---|---|---|---|---|
| | | | | |

4

| 26 | 27 | 28 | 29 | 30 |
|---|---|---|---|---|
| | | | | |

5

| 31 | 32 | 33 | 34 | 35 |
|---|---|---|---|---|
| | | | | |

8

| 46 | 47 | 48 | 49 | 50 |
|---|---|---|---|---|
| | | | | |

9

| 51 | 52 | 53 | 54 | 55 |
|---|---|---|---|---|
| | | | | |

10

| 56 | 57 | 58 | 59 | 60 |
|---|---|---|---|---|
| | | | | |

ge, five classroom sizes per line.
t be defined in terms of the number of stations.

CAMPUS-MINNESOTA Input Document

| | | | |
|---|---|---|---|
| Coder ____________ | Session ______<br>Run Number ______ | Punching Instructions: | Lines/Card 1 Card |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 0 | 2 |

## LABORATORY SIZES

(Instructional and Special)

1

| 11 | 12 | 13 | 14 | 15 |
|---|---|---|---|---|
| | | | | |

2

| 16 | 17 | 18 | 19 | 20 |
|---|---|---|---|---|
| | | | | |

3

| 21 | 22 | 23 | 24 | 25 |
|---|---|---|---|---|
| | | | | |

4

| 26 | 27 | 28 | 29 | 30 |
|---|---|---|---|---|
| | | | | |

Explanation:

(a) Code across the page, six laboratory sizes per sheet.

(b) Laboratory sizes must be defined in terms of number of

NNESOTA Input Document

| | |
|---|---|
| ns: Lines/Card 1 Cards/Sheet 1 | Sheet___of___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

RATORY SIZES

uctional and Special)

3

| 23 | 24 | 25 |
|---|---|---|
| | | |

4

| 26 | 27 | 28 | 29 | 30 |
|---|---|---|---|---|
| | | | | |

5

| 31 | 32 | 33 | 34 | 35 |
|---|---|---|---|---|
| | | | | |

6

| 36 | 37 | 38 | 39 | 40 |
|---|---|---|---|---|
| | | | | |

oratory sizes per sheet.
ined in terms of number of stations.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ________________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 0 | 3 |

## CLASSROOM SPACE PLANNING FACTORS

| Clsrm. Type No. | Clsrm. Size No. | Sq.ft./ Station | Clsrm. Size No. | sq.ft./ Station | Clsrm. Size No. | sq.ft./ Station | Clsrm. Size No. | sq.ft./ Station | Clsrm. Size No. | sq.ft./ Station | Clsrm. Size No. | sq. Sta |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 12 | 13 14 | 15 16 17 | 18 19 | 20 21 22 | 23 24 | 25 26 27 | 28 29 | 30 31 32 | 33 34 | 35 36 37 | 38 39 | 40 41 |
| | | | | | | | | | | | | |
| 11 12 | 13 14 | 15 16 17 | 18 19 | 20 21 22 | 23 24 | 25 26 27 | 28 29 | 30 31 32 | 33 34 | 35 36 37 | 38 39 | 40 41 |
| | | | | | | | | | | | | |
| 11 12 | 13 14 | 15 16 17 | 18 19 | 20 21 22 | 23 24 | 25 26 27 | 28 29 | 30 31 32 | 33 34 | 35 36 37 | 38 39 | 40 |
| | | | | | | | | | | | | |

CAMPUS-MINNESOTA Input Document

ing
uctions: Lines/Card 1 Cards/Sheet 3

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

M SPACE PLANNING FACTORS

| rm.<br>sq.ft./<br>Station | Clsrm.<br>Size<br>No. | sq.ft./<br>Station | Clsrm.<br>Size<br>No. | sq.ft./<br>Station | Clsrm.<br>Size<br>No. | sq.ft./<br>Station | Clsrm.<br>Size<br>No. | Sq.ft./<br>Station | Clsrm.<br>Size<br>No. | sq.ft./<br>Station | Clsrm<br>Size<br>No. | sq.ft.<br>Statio |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 30 31 32 | 33 34 | 35 36 37 | 38 39 | 40 41 42 | 43 44 | 45 46 47 | 48 49 | 50 51 52 | 53 54 | 55 56 57 | 58 59 | 60 61 62 |
| 30 31 32 | 33 34 | 35 36 37 | 38 39 | 40 41 42 | 43 44 | 45 46 47 | 48 49 | 50 51 52 | 53 54 | 55 56 57 | 58 59 | 60 61 62 |
| 30 31 32 | 33 34 | 35 36 37 | 38 39 | 40 41 42 | 43 44 | 45 46 47 | 48 49 | 50 51 52 | 53 54 | 55 56 57 | 58 59 | 60 61 62 |

| | | |
|---|---|---|
| Coder ______ | Run Number ____ | Punching Instructions: Lines/Card 1 Car<br>Decimal points are |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 0 | 4 |

CLASSROOM CHARACTERISTICS B

Classroom Type No.

| 11 | 12 |
|---|---|
| | |
| | |
| | |

Classroom Type Name

| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

Maintenance Cost

| 29 | 30 | 31 | 32 |
|---|---|---|---|
| | | | |
| | | | |
| | | | |

Service Ch

1

| 33 | 34 |
|---|---|
| | |
| | |
| | |

2

| 35 | 36 |
|---|---|
| | |
| | |
| | |

Explanation: a) Code across the page, one classroom type per l

b) Maintenance cost must be expressed in dollars

c) Equipment capital cost quantity is expressed i

-MINNESOTA Input Document

| | |
|---|---|
| Lines/Card 1 Cards/Sheet 3<br>s: Decimal points are not to be keypunched | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

SSROOM CHARACTERISTICS BY TYPE

| enance t | | Service Characteristics Codes 1 | | 2 | | 3 | | 4 | | 5 | | Equipment Basis | | Capital Cost Quantity | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

one classroom type per line

be expressed in dollars per square foot to two decimal places.

t quantity is expressed in hundreds of dollars.

40

Coder ____________________

Session ______
Run Number ______

Punching Instructions: Lines/Card 1 Card

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E |  |  |  | 0 | 5 |

INSTRUCTIONAL LABORATORY SPACE PL

| Lab. Type No. 11 12 | Lab. Size No. 13 14 | Sq.ft./ Station 15 16 17 | Lab. Size No. 18 19 | Sq.ft./ Station 20 21 22 | Lab. Size No. 23 24 | Sq.ft./ Station 25 26 27 | Lab. Size No. 28 29 | Sq. St 30 3 |
|---|---|---|---|---|---|---|---|---|
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

**Explanation:**
(a) Code across the page, six laboratory sizes per line.
(b) Instructional special laboratories, as defined in the coding

PUS-MINNESOTA Input Document

| | |
|---|---|
| ns: Lines/Card 1 Cards/Sheet 5 | Sheet___of___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

TIONAL LABORATORY SPACE PLANNING FACTORS

| Lab. ize No. | Sq.ft./ Station | Lab. Size No. | Sq.ft./ Station | Lab. Size No. | Sq.ft./ Station | Lab. Size No. | Sq.ft./ Station |
|---|---|---|---|---|---|---|---|
| 23 24 | 25 26 27 | 28 29 | 30 31 32 | 33 34 | 35 36 37 | 38 39 | 40 41 42 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

ory sizes per line.
s, as defined in the coding manual, are not coded on this sheet.

| | | |
|---|---|---|
| Coder ______________ | Run Number _____ | Punching Instructions: Lines/Card 1<br>Decimal points |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 0 | 6 |

INSTRUCTIONAL LABORATORY CHARACTER

Lab. Type No.

| 11 | 12 |
|---|---|
| | |
| | |
| | |
| | |
| | |

Instructional Laboratory Type Name

| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

Maintenance Cost

| 29 | 30 | 31 | 32 |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Servic

1

| 33 | 34 |
|---|---|
| | |
| | |
| | |
| | |
| | |

Explanation: a) Code across the page, one instructional laboratory
b) Maintenance cost must be expressed in dollars per s
c) Equipment capital cost quantity is expressed in hun

umen CAMPUS-MINNESOTA Input Document

Ca Lines/Card 1 Cards/Sheet 5

re ons: Decimal points are not to be keypunched

Sheet ___ of ___

STI L LABORATORY CHARACTERISTICS BY TYPE

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

| Ch | nance<br>ost | Service Characteristic Codes<br>1 | 2 | 3 | 4 | 5 | Equipment<br>Basis | Capital Cost<br>Quantity |
|---|---|---|---|---|---|---|---|---|
| 36 | 30 31 32 | 33 34 | 35 36 | 37 38 | 39 40 | 41 42 | 43 44 | 45 46 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

typ structional laboratory type per line.
qua ressed in dollars per square foot, to two decimal places.
dre ity is expressed in hundreds of dollars.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ________ | Session ____<br>Run Number ____ | Punching Instructions: Lines/Card 1 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 0 | 7 |

INSTRUCTIONAL SPECIAL LABORATORY S

| Equipment Size Code | | Lab. Size No. | | Sq.ft./ Station | | | Lab. Size No. | | Sq.ft./ Station | | | Lab. Size No. | | sq.ft./ Station | | | Lab. Size No. | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |

Explanation:
(a) Code across the page, six laboratory sizes per line.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| ng<br>ctions: | Lines/Card 1 Cards/Sheet 10 | Sheet___of___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

## UCTIONAL SPECIAL LABORATORY SPACE PLANNING FACTORS

| Lab. Size No. | sq.ft./ Station | Lab. Size No. | Sq.ft./ Station | Lab. Size No. | Sq.ft./ Station | Lab. Size No. | Sq.ft./ Station |
|---|---|---|---|---|---|---|---|
| 23 24 | 25 26 27 | 28 29 | 30 31 32 | 33 34 | 35 36 37 | 38 39 | 40 41 42 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

oratory sizes per line.

CAMPUS-MINNESOTA Input Doc

| | | |
|---|---|---|
| Coder ____________ | Run Number _____ | Punching Instructions: Lines/Card 1 <br> Do not keypunch |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S. | P | A | C | E | | | | 0 | 8 |

INSTRUCTIONAL SPECIAL LABORATORY CHARACTE

| Type No. | Special Laboratory Type Name | Equipment Size Code | Maintenance Cost | Construction Cost | Equipment Capital Cost Basis | Equipment Capital Cost Quantity |
|---|---|---|---|---|---|---|
| 11 12 | 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 | 29 30 | 31 32 33 34 | 35 36 37 | 38 39 | 40 41 42 43 |

Explanation:
a) Code across the page, one instructional special la
b) Maintenance cost must be expressed in dollars per
c) Construction cost must be expressed in dollars per
d) Equipment capital cost quantity is in hundreds of
e) Equipment operating cost quantity is in dollars.
f) Use additional coding sheets of this type, as need

AMPUS-MINNESOTA Input Document

Lines/Card 1 Cards/Sheet 10
: Do not keypunch decimal points.

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

L LABORATORY CHARACTERISTICS BY TYPE

| ruc- n t | Equipment Capital Cost | | | | | | Equipment Operating Cost | | | | | | | Service Characteristic Codes | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Basis | | Quantity | | | | Basis | | Quantity | | | | | 1 | | 2 | | 3 | | 4 | | 5 | | 6 | | 7 | | 8 | 9 | | 10 | | |
| 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

tructional special laboratory type per line.
essed in dollars per square foot, to two decimal places.
pressed in dollars per square foot.
ity is in hundreds of dollars.
ntity is in dollars.
of this type, as needed, to code all special laboratory types.

44

| | | |
|---|---|---|
| Coder ______________ | Run Number ____ | Punching Instructions: Lines/Card 1<br>Do not keypunch |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 0 | 9 |

SERVICE SPACE CHARACTERISTICS BY TYPE

| Service Space Type No. | | | Service Space Type Name | | | | | | | | Maintenance Cost | | | | Service Characteristic Codes 1 | | 2 | | 3 | | 4 | | 5 | | Ser Type No | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | . | | | | | | | | | | | | | | |

Explanation:
a) Code across the page, two service space types per
b) Maintenance cost must be expressed in dollars per
c) Use additional coding sheets of this type, as nee

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| ng<br>ctions: | **Lines/Card** 1 **Cards/Sheet** 10<br>Do not keypunch decimal points | **Sheet** ___ **of** ___ |

**Sys. Id.**

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

E CHARACTERISTICS BY TYPE

| teristic Codes 4 | 5 | Service Space Type No. | Service Space Type Name | Maintenance Cost | Service Characteristic Codes 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|---|---|---|---|
| 32 33 | 34 35 | 36 37 38 | 39 40 41 42 43 44 45 46 | 47 48 49 50 | 51 52 | 53 54 | 55 56 | 57 58 | 59 60 |
| | | | | . | | | | | |
| | | | | . | | | | | |
| | | | | . | | | | | |
| | | | | . | | | | | |
| | | | | . | | | | | |
| | | | | . | | | | | |
| | | | | . | | | | | |
| | | | | . | | | | | |
| | | | | . | | | | | |
| | | | | . | | | | | |

o service space types per line.
e expressed in dollars per square foot, to two decimal places.
heets of this type, as needed, to code all types of service space.

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 2 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 1 | 0 |

COST CENTER SPACE CHARACTERISTI

| Cost Center Level No. | Cost Center Code | Clsrm. Teaching Wk(Hrs.) | Clsrm. Util. | Lab. Teaching Wk(Hrs.) | Lab. Util. | Cost Center Level No. | Cost Center Code | Clsrm. Teaching Wk(Hrs.) | Clsrm. Util. |
|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 13 14 | 15 16 | 17 18 | 19 20 | 21 22 | 23 | 24 25 26 | 27 28 | 29 30 |
| 47 | 48 49 50 | 51 52 | 53 54 | 55 56 | 57 58 | 59 | 60 61 62 | 63 64 | 65 66 |
| 11 | 12 13 14 | 15 16 | 17 18 | 19 20 | 21 22 | 23 | 24 25 26 | 27 28 | 29 30 |
| 47 | 48 49 50 | 51 52 | 53 54 | 55 56 | 57 58 | 59 | 60 61 62 | 63 64 | 65 66 |

Explanation:
(a) Code across the page, three cost centers per line.
(b) Where characteristics apply for all cost centers at one
(c) Classroom and laboratory utilization is expressed as a
(d) Use additional sheets of this type, as needed, to code

INNESOTA Input Document

ns: Lines/Card 2 Cards/Sheet 2

Sheet ___ of ___

Sys. Id.

| | | | |
|---|---|---|---|
| 77 | 78 | 79 | 80 |

R SPACE CHARACTERISTICS

| er<br>e | Clsrm. Teaching Wk(Hrs.) | Clsrm. Util. | Lab. Tchng. Wk(Hrs.) | Lab. Util. | Cost Center Level No. | Cost Center Code | Clsrm. Teaching Wk(Hrs.) | Clsrm. Util. | Lab. Teaching Wk(Hrs.) | Lab. Util. |
|---|---|---|---|---|---|---|---|---|---|---|
| 5 26 | 27 28 | 29 30 | 31 32 | 33 34 | 35 | 36 37 38 | 39 40 | 41 42 | 43 44 | 45 46 |
| 1 62 | 63 64 | 65 66 | 67 68 | 69 70 | | | | | | |
| 5 26 | 27 28 | 29 30 | 31 32 | 33 34 | 35 | 36 37 38 | 39 40 | 41 42 | 43 44 | 45 46 |
| 1 62 | 63 64 | 65 66 | 67 68 | 69 70 | | | | | | |

enters per line.

l cost centers at one level, code only the level number.

on is expressed as a percentage with no decimal place.

, as needed, to code space characteristics for all cost centers.

46

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 1 | 1 |

SERVICE CHARACTERISTICS

Service Code

| 11 | 12 |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Service Name

| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

Service Code

| 29 | 30 |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Service Name

| 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

Explanation:
(a) Code across the page, three services per line.
(b) Use additional coding sheets of this type, as neede

-IPUS-MINNESOTA Input Document

ng Lines/Card 1 Cards/Sheet 10

ctions: ______________________

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

CE CHARACTERISTICS

ce
e

Service Name

| 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Service Code

| 47 | 48 |
|---|---|
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Service Name

| 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

hree services per line.
heets of this type, as needed, to code all services.

| | | |
|---|---|---|
| Coder ______________ | Run Number _____ | Punching Instructions: Lines/Card 1 C<br>Do not keypunch |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 1 | 2 |

COST INFORMATION BY SPACE CATEG

| Space Category Code 11 12 | Space Category Name 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 | Construction Cost 29 30 31 | Mainten-ance Cost 32 33 34 35 | Space Category Code 36 37 | 38 |
|---|---|---|---|---|---|
| | | | . | | |
| | | | . | | |
| | | | . | | |
| | | | . | | |
| | | | . | | |
| | | | . | | |
| | | | . | | |
| | | | . | | |
| | | | . | | |
| | | | . | | |

**Explanation:**

a) Code across the page, two space categories per lin
b) Construction cost must be expressed in dollars pe
c) Maintenance cost must be expressed as the dollar c
d) Use additional coding sheets of this type, as need

CAMPUS-MINNESOTA Input Document

ng Lines/Card 1 Cards/Sheet 10
ctions: Do not keypunch decimal points

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

T INFORMATION BY SPACE CATEGORY

| ion | Maintenance Cost | Space Category Code | Space Category Name | Construction Cost | Maintenance Cost |
|---|---|---|---|---|---|
| | 32 33 34 35 | 36 37 | 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 | 54 55 56 | 57 58 59 60 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

two space categories per line.
be expressed in dollars per square foot.
be expressed as the dollar cost, to two decimal places, per square foot.
sheets of this type, as needed, to code all space categories.

48

CAMPUS-MINNESOTA Input Docu

| | | |
|---|---|---|
| Coder ______________ | Run Number _____ | Punching Instructions: Lines/Card 1 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 1 | 3 |

MISCELLANEOUS SPACE SPE

| Classroom Manipulation Desired | | Instructional Laboratory Manipulation Desired | | Net/Gross Space Percentage | Net to Gross Construction Cost | Office Space Maintenance Cost |
|---|---|---|---|---|---|---|
| By Type? | By Size? | By Type? | By Size? | | | |
| 11 | 12 | 13 | 14 | 15 16 | 17 18 19 | 20 21 . 22 23 |
| | | | | | | |

Explanation:
a) Refer to coding manual.
b) Maintenance cost must be expressed as dollars per s
c) The net/gross space percentage is a zero decimal pl
d) The net to gross construction cost is expressed as

S-MINNESOTA Input Document

Lines/Card 1 Cards/Sheet 1

Sheet ___of___

Sys. Id.

| | | | |
|---|---|---|---|
| 77 | 78 | 79 | 80 |
| | | | |

ELLANEOUS SPACE SPECIFICATIONS

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| on | Office Space Maintenance Cost | Office Space Service Characteristic Codes | | | | | Space Policy |
| | | 1 | 2 | 3 | 4 | 5 | |
| | 20 21 22 23 | 24 25 | 26 27 | 28 29 | 30 31 | 32 33 | 34 |

sed as dollars per square foot, to two decimal places.
s a zero decimal place percentage.
st is expressed as dollars per square foot.

49

CAMPUS-MINNESOTA Input Docum

| | | |
|---|---|---|
| Coder ______________ | Run Number _____ | Punching Instructions: Lines/Card 1 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | P | A | C | E | | | | 1 | 4 |

TEACHING SPACE CONTROL CEN

| Cost Centre | | | Control over Cl. | Lab. | Sp. Lab. | Cost Centre | | | Control over Cl. | Lab. | Sp. Lab. | Cost Centre | | | Control over Cl. | Lab. | Sp. Lab. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 16 | 15 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |

Explanation: a) Code across the page, five cost centers per line.
b) Where a cost center controls classroom space and/or
code a 1. Otherwise code 0.

US-MINNESOTA Input Document

s: Lines/Card 1 Cards/Sheet 5

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

ING SPACE CONTROL CENTERS

| Cost Centre |  |  | Control over |  |  | Cost Centre |  |  | Control over |  |  | Cost Centre |  |  | Control over |  |  |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|  |  |  | Cl. | Lab. | Sp. Lab. |  |  |  | Cl. | Lab. | Sp. Lab. |  |  |  | Cl. | Lab. | Sp. Lab. |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

centers per line.
assroom space and/or laboratories and/or special laboratories

| | | |
|---|---|---|
| Coder ______________ | Session ____<br>Run Number ____ | Punching Instructions: Lines/Card 1 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | V | L | S | P | A | C | E | 0 | 1 |

## AVAILABLE CLASSROOM SPACE

| Cost Ctr. Code | | | Clsrm. Type No. | | No. of Classrooms Available by Size | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | 1 | | 2 | | 3 | | 4 | | 5 | | 6 | | 7 | | 8 | | 9 | | 10 | |
| 11 | 12 | 13 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |

**Explanation:**

(a) Code across the page, two classroom types per line a
sizes per type.

(b) Where the number of classroom types at a cost center
card information on all lines used.

(c) Columns 14-17 are not used.

PUS-MINNESOTA Input Document

| | | |
|---|---|---|
| g<br>tions: | Lines/Card 1 Cards/Sheet 10 | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

CLASSROOM SPACE

ms Available by Size

| | 6 | | 7 | | 8 | | 9 | | 10 | |
|---|---|---|---|---|---|---|---|---|---|---|
| 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

| Clsrm. Type No. | | No. of Classrooms Available by Size | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 1 | | 2 | | 3 | | 4 | | 5 | | 6 | | 7 | | 8 | | 9 | | 10 | |
| 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |

classroom types per line and the inventory of available classrooms of up to ten

room types at a cost center exceeds two, repeat the cost center code and data
ines used.

| | | |
|---|---|---|
| Coder ________________ | Session _____<br>Run Number _____ | Punching Instructions: Lines/Card 3 C |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | V | I | S | P | A | C | E | 0 | 2 |

AVAILABLE INSTRUCTIONAL LABORATORY

| Cost Ctr. Code | Lab. Type No. | N<br>1 |
|---|---|---|
| 11 12 13 | 18 19 | 20 2 |
| | 32 33 | 34 |
| | 46 47 | 48 |
| 11 12 13 | 18 19 | 20 2 |
| | 32 33 | 34 |
| | 46 47 | 48 |

**Explanation:**

(a) Code across the page one laboratory type per line, with th six sizes per type.

(b) Special laboratories, as defined in the coding manual, are

(c) Where the number of laboratory types at a cost center exce cost center code card data card information, where called line that starts in column eleven.

(d) Use additional coding sheets of this type, as needed, to c centers.

(e) Columns 14-17 are not used.

PUS-MINNESOTA Input Document

ions: Lines/Card 3 Cards/Sheet 2

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

INSTRUCTIONAL LABORATORY SPACE

| Lab. Type No. | No. of Laboratories Available by Size |  |  |  |  |  |
|---|---|---|---|---|---|---|
|  | 1 | 2 | 3 | 4 | 5 | 6 |
| 18 19 | 20 21 | 22 23 | 24 25 | 26 27 | 28 29 | 30 31 |
| 32 33 | 34 35 | 36 37 | 38 39 | 40 41 | 42 43 | 44 45 |
| 46 47 | 48 49 | 50 51 | 52 53 | 54 55 | 56 57 | 58 59 |
| 18 19 | 20 21 | 22 23 | 24 25 | 26 27 | 28 29 | 30 31 |
| 32 33 | 34 35 | 36 37 | 38 39 | 40 41 | 42 43 | 44 45 |
| 46 47 | 48 49 | 50 51 | 52 53 | 54 55 | 56 57 | 58 59 |

ory type per line, with the inventory of available laboratories of up to

in the coding manual, are not coded on this sheet.
ypes at a cost center exceeds three, use additional lines, repeating the
information, where called for. Begin each cost center inventory on a
n.
this type, as needed, to code the laboratory inventory at all cost

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ____________ | Session ____<br>Run Number ____ | Punching Instructions: Lines/Card 3 Cards |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | V | L | S | P | A | C | E | 0 | 3 |

AVAILABLE INSTRUCTIONAL SPECIAL LAB

| Cost Ctr. Code | Special Lab. Type No. | No. of<br>1 |
|---|---|---|
| 11 12 13 | 18 19 | 20 21 |
| | 32 33 | 34 35 |
| | 46 47 | 48 49 |
| 11 12 13 | 18 19 | 20 21 |
| | 32 33 | 34 35 |
| | 46 47 | 48 49 |

**Explanation:**

(a) Code across the page, one special laboratory type per line, w of up to six sizes per type.

(b) Where the number of special laboratory types at a cost center repeating the cost center code and data card information wher inventory on a line that starts in column eleven.

(c) Use additional coding sheets of this type, as needed, to code at all cost centers.

(d) Columns 14-17 are not used.

S-MINNESOTA Input Document

|  |  |
|---|---|
| Lines/Card 3 Cards/Sheet 2<br>: ______ | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

INSTRUCTIONAL SPECIAL LABORATORY SPACE

| Special Lab. Type No. | No. of Special Labs. Available by Size |  |  |  |  |  |
|---|---|---|---|---|---|---|
|  | 1 | 2 | 3 | 4 | 5 | 6 |
| 18 19 | 20 21 | 22 23 | 24 25 | 26 27 | 28 29 | 30 31 |
| 32 33 | 34 35 | 36 37 | 38 39 | 40 41 | 42 43 | 44 45 |
| 46 47 | 48 49 | 50 51 | 52 53 | 54 55 | 56 57 | 58 59 |
| 18 19 | 20 21 | 22 23 | 24 25 | 26 27 | 28 29 | 30 31 |
| 32 33 | 34 35 | 36 37 | 38 39 | 40 41 | 42 43 | 44 45 |
| 46 47 | 48 49 | 50 51 | 52 53 | 54 55 | 56 57 | 58 59 |

boratory type per line, with the inventory of available laboratories

ry types at a cost center exceeds three, use additional lines
ata card information where called for. Begin each cost center
column eleven.
type, as needed, to code the inventory of special laboratories

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 2 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| A | V | I | S | P | A | C | E | 0 | 4 |

AVAILABLE SPACE BY CATEGOR

Cost Ctr. Code

| 11 | 12 | 13 |
|---|---|---|
| | | |

Category Number

| 18 | 19 | 20 |
|---|---|---|
| | | |

No. of Sq.ft. Available

| 21 | 22 | 23 | 24 | 25 | 26 |
|---|---|---|---|---|---|
| | | | | | |

| 42 | 43 | 44 |
|---|---|---|
| | | |

| 45 | 46 | 47 | 48 | 49 | 50 |
|---|---|---|---|---|---|
| | | | | | |

| 11 | 12 | 13 |
|---|---|---|
| | | |

| 18 | 19 | 20 |
|---|---|---|
| | | |

| 21 | 22 | 23 | 24 | 25 | 26 |
|---|---|---|---|---|---|
| | | | | | |

| 42 | 43 | 44 |
|---|---|---|
| | | |

| 45 | 46 | 47 | 48 | 49 | 50 |
|---|---|---|---|---|---|
| | | | | | |

**Explanation:**

(a) Code across the page, two space categories per line.
(b) Where the number of space categories at one cost center e
cost center codes and data card information, where called
(c) Use additional coding sheets of this type, as needed, to
centers.
(d) Columns 14-17, 27-29, 39-41 and 51-53 are not used.

US-MINNESOTA Input Document

ons: Lines/Card 2 Cards/Sheet 2

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

ILABLE SPACE BY CATEGORY

| No. of Sq.ft. Available | Category Number | No. of Sq.ft. Available |
|---|---|---|
| 21 22 23 24 25 26 | 30 31 32 | 33 34 35 36 37 38 |
| 45 46 47 48 49 50 | 54 55 56 | 57 58 59 60 61 62 |
| 21 22 23 24 25 26 | 30 31 32 | 33 34 35 36 37 38 |
| 45 46 47 48 49 50 | 54 55 56 | 57 58 59 60 61 62 |

tegories per line.
es at one cost center exceeds four, use additional lines repeating the
nformation, where called for.
is type, as needed, to code the inventory of space categories at all cost

re not used.

Coder ______________

Session ______
Run Number ______

Punching Instructions: Lines/Card 1

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | E | R | V | I | C | E |  | 0 | 1 |

SERVICE DEPARTMENT CHARAC

| Service Dept. Code |  | Service Department Name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Cost Ctr. Level of Affil. | I |  |  | Cost |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Explanation:

(a) Code across the page, one service department per line.
(b) Where service department is affiliated at more than on
separate department at each level.
(c) Where service department is affiliated with all cost c
cost centers of affiliation blank.
(d) Use additional coding sheets of this type, as needed,

CAMPUS-MINNESOTA Input Document

| | |
|---|---|
| ching<br>structions: | Lines/Card 1 Cards/Sheet 10 |
| Sheet ___ of ___ | |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

ERVICE DEPARTMENT CHARACTERISTICS

| Cost Ctr. Level of Affil. | Cost Centers of Affiliation I | | | II | | | III | | | IV | | | V | | | Service Dept. Space Code | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |

e service department per line.
is affiliated at more than one cost center level it must be redefined as a
ach level.
is affiliated with all cost centers at one level, code only the level; leave
ion blank.
eets of this type, as needed, to code all service departments.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ____________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Card<br>Decimal points are n |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | E | R | V | I | C | E | | 0 | 2 |

SERVICE DEPARTMENT STAFF CHARACTERISTICS

| Service Dept. Code | Staff Code | Staff Name | Staff Salary | Staff Office Planning Factor | Prop'l Basis | Quantity |
|---|---|---|---|---|---|---|
| 11 12 | 13 14 | 15 16 17 18 19 20 21 22 | 23 24 25 | 26 27 28 | 29 30 | 31 32 33 34 35 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Explanation:

(a) Code across the page, one staff type per line
(b) Staff salary must be expressed in hundreds of dollars; off
(c) Quantity must be expressed to two decimal places. At least
specified for each staff type.
(d) Use additional coding sheets of this type, as needed, to

-MINNESOTA Input Document

| | | |
|---|---|---|
| | Lines/Card 1 Cards/Sheet 10 | Sheet ___ of ___ |
| ions: | Decimal points are not to be keypunched | |

Sys. Id.

| | | | |
|---|---|---|---|
| 77 | 78 | 79 | 80 |
| | | | |

TMENT STAFF CHARACTERISTICS

| aff Office Planning Factor | | | Prop'l Basis | | Quantity | | | | | Prop'l Basis | | Quantity | | | | | Prop'l Basis | | Quantity | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |

aff type per line

d in hundreds of dollars; office planning factor, in square feet.

two decimal places. At least one proportional basis and quantity must be

e.

of this type, as needed, to code all types of service department staff.

56

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ____________ | **Session** ______<br>**Run Number** ______ | **Punching Instructions:** **Lines/Card** 1 **Ca**<br>**Decimal points are** |

**Command Levels**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | E | R | V | I | C | E | | 0 | 3 |

**SERVICE DEPARTMENT SPACE CHARACTERISTI**

| Service Dept. Code | Service Space Type Code | Prop'l Basis | Quantity | Prop'l Basis |
|---|---|---|---|---|
| 11 12 | 13 14 15 | 16 17 | 18 19 20 21 22 | 23 24 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Explanation:

(a) Code across the page, one space type per line.

(b) Quantity must be expressed to two decimal places. At least one proport be specified for each space type. Quantity is in square feet.

(c) Use additional coding sheets of this type, as needed, to code all servi

S-MINNESOTA Input Document

Lines/Card 1 Cards/Sheet 10
s: Decimal points are not to be keypunched

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

T SPACE CHARACTERISTICS

| Quantity | | | | | Prop'l Basis | | Quantity | | | | | Prop'l Basis | | Quantity | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |

ne.
aces. At least one proportional basis and quantity must
is in square feet.
s needed, to code all service department types of space.

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Lines/Card 1 Car<br>Instructions: Decimal points are n |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| S | E | R | V | I | C | E | | 0 | 4 |

SERVICE DEPARTMENT EQUIPMENT CHARACTE

| Service Dept. Code | Equipment Type Code | Equipment Name | Annual Operating Cost | Prop'l Basis | Quantit |
|---|---|---|---|---|---|
| 11 12 | 13 14 | 15 16 17 18 19 20 21 22 | 23 24 25 26 27 | 28 29 | 30 31 32 33 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

**Explanation:**

(a) Code across the page, one equipment type per line.
(b) Annual operating cost is the real dollar cost of operating one
(c) Quantity must be expressed to two decimal places. At least or specified for each equipment type.
(d) Use additional coding sheets of this type, as needed, to code

PUS-MINNESOTA Input Document

| | |
|---|---|
| Lines/Card 1 Cards/Sheet 10<br>ons: Decimal points are not to be keypunched | Sheet ___ of ___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

RTMENT EQUIPMENT CHARACTERISTICS

| al ing t | | Prop'l Basis | | Quantity | | | | | Prop'l Basis | | Quantity | | | | | Prop'l Basis | | Quantity | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |

type per line.
dollar cost of operating one unit of the specified equipment for one year.
decimal places. At least one proportional basis and quantity must be

is type, as needed, to code all types of service department equipment.

58

CAMPUS-MINNESOTA Input Document

| | | |
|---|---|---|
| Coder ________________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Cards |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| E | Q | U | I | P | M | E | N | 0 | 1 |

TEACHING EQUIPMENT RESOURCE CHARACTERISTICS

| Equip. Type Code | | Equipment Type Name | | | | | | | | | | | | | | | | Availability | | Operating Cost | | | | | Equip. Type Code | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Explanation:

(a)Code across the page, two equipment types per line.
(b)Availability is expressed in hours per week per equipmen
(c)Operating cost is expressed in terms of the annual opera

PUS-MINNESOTA Input Document

ns: Lines/Card 1 Cards/Sheet 8

Sheet___of___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

IPMENT RESOURCE CHARACTERISTICS

| ating Cost |  |  |  | Equip. Type Code |  | Equipment Type Name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Avail-ability |  | Operating Cost |  |  |  |  |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

ipment types per line.
hours per week per equipment unit.
n terms of the annual operating cost per equipment unit,

| | | |
|---|---|---|
| Coder ______ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Car |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| R | E | V | E | N | U | E | | 0 | 1 |

CHARACTERISTICS OF REVENUE

| Revenue Type | | Revenue Name | | | | | | | | | | | | | | | | Restricted or Unrestricted | Prop'l Basis | | Revenue Type | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |

**Explanation:**
(a) Code across the page, two revenue types per line.
(b) Restricted is indicated by 1, unrestricted by 0.

CAMPUS-MINNESOTA Input Document

ning Lines/Card 1 Cards/Sheet 5

ructions:

Sheet___of___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

ACTERISTICS OF REVENUE

| icted r res- icted | Prop'l Basis |  | Revenue Type |  | Revenue Name |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Restricted or Unres- tricted | Prop'l Basis |  |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

venue types per line.

, unrestricted by 0.

60

| | | |
|---|---|---|
| Coder | Session<br>Run Number | Punching Lines/Card<br>Instructions: |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| R | E | V | E | N | U | E | | 0 | 2 |

REVENUE AT COST CENTERS

| Cost Ctr. Level | Cost Ctr. Code | | | Revenue Type | | Revenue Value | | | | | Revenue Type | | Revenue Value | | | | | Revenue Type | | Revenue Value | | | | | Revenue Type | | Revenue Value | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Explanation:

(a) Code across the page, eight revenue types per li
(b) Where revenue information applies to all cost ce
(c) Where the number of revenue types for one cost c
code on all lines used.
(d) If the revenue type proportional basis is absolu
otherwise, in tens of dollars.
(e) Use additional coding sheets of this type, as ne

PUS-MINNESOTA Input Document

ons: Lines/Card 1 Cards/Sheet 10

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

NUE AT COST CENTERS

| Revenue | | | | | | | Revenue | | | | | | | Revenue | | | | | | | Revenue | | | | | | | Revenue | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Type | | Value | | | | | Type | | Value | | | | | Type | | Value | | | | | Type | | Value | | | | | Type | | Value | | | | |
| 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

evenue types per line.
lies to all cost centers at one level, leave the cost center code blank.
ypes for one cost center exceeds eight, repeat the cost center level and

nal basis is absolute, the value must be expressed in thousands of dollars;

of this type, as needed, to code revenue at all cost centers.

61

| | | | |
|---|---|---|---|
| Coder ____________ | Session ______<br>Run Number ______ | Punching Instructions: | Lines/Card 1 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| R | E | V | E | N | U | E | | 0 | 3 |

REVENUE AT PROGRAMS

| Program | | | | Revenue | | | | | | | Revenue | | | | | | | Revenue | | | | | | | Revenue | | | | | | | Reve | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Level | Code | | | Type | | Value | | | | | Type | | Value | | | | | Type | | Value | | | | | Type | | Value | | | | | Type | | |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**Explanation:**

(a) Code across the page, eight revenue types per line.
(b) Where revenue information applies to all programs at
(c) Where the number of revenue types for one program ex
on all lines used.
(d) If the revenue type proportional basis is absolute,
dollars; otherwise, in tens of dollars.
(e) Use additional coding sheets of this type, as needed

CAMPUS-MINNESOTA Input Document

| | |
|---|---|
| ions: Lines/Card 1 Cards/Sheet 10 | Sheet___of___ |

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

EVENUE AT PROGRAMS

| e | Revenue Type | Revenue Value | Revenue Type | Revenue Value | Revenue Type | Revenue Value | Revenue Type | Revenue Value | Revenue Type | Revenue Value |
|---|---|---|---|---|---|---|---|---|---|---|
| 35 | 36 37 | 38 39 40 41 42 | 43 44 | 45 46 47 48 49 | 50 51 | 52 53 54 55 56 | 57 58 | 59 60 61 62 63 | 64 65 | 66 67 68 69 70 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

t revenue types per line.
applies to all programs at one level, leave the program code blank.
ue types for one program exceeds eight, repeat the program level and code

rtional basis is absolute, the value must be expressed in thousands of
ns of dollars.
ets of this type, as needed, to code revenue for all programs.

CAMPUS-MINNESOTA Input Document

|  |  |  |
|---|---|---|
| Coder ____________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Car |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| R | E | V | E | N | U | E |  | 0 | 4 |

REVENUE AT THE SERVICE DEPARTMENTS

| Service Dept. Code |  | Revenue Type |  | Revenue Value |  |  |  |  | Revenue Type |  | Revenue Value |  |  |  |  | Revenue Type |  | Revenue Value |  |  |  |  | Revenue Type |  | Revenue Value |  |  |  |  | Revenue Type |  | Revenue Va |  |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**Explanation:**

(a) Code across the page, eight revenue types per line.
(b) Where the number of revenue type for one service depar
code on all lines used.
(c) If the revenue type proportional basis is absolute, th
otherwise, in tens of dollars.
(d) Use additional coding sheets of this type,as needed, t

NESOTA Input Document

s: Lines/Card 1 Cards/Sheet 10

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

THE SERVICE DEPARTMENTS

| Revenue | | | | | | | Revenue | | | | | | | Revenue | | | | | | | Revenue | | | | | | | Revenue | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ype | | Value | | | | | Type | | Value | | | | | Type | | Value | | | | | Type | | Value | | | | | Type | | Value | | | | |
| 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

evenue types per line.
ype for one service department exceeds eight, repeat the service department

nal basis is absolute, the value must be expressed in thousands of dollars;
.
of this type,as needed, to code revenue for all service departments.

| | | |
|---|---|---|
| Coder ______ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1 Car |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| M | I | S | C | E | L | L | A | 0 | 1 |

## MISCELLANEOUS RESOURCE CHARACTERI

**Misc. Type Code**

| 11 | 12 |
|---|---|
| | |

**Type Name**

| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | |

**Proportional Basis**

| 29 | 30 |
|---|---|
| | |

**Misc. Type Code**

| 11 | 12 |
|---|---|
| | |

**Explanation:**

(a) Code across the page, two types per sheet of miscellaneou
not activities.

(b) Use additional sheets of this type, as needed, to code al

INNESOTA Input Document

| | |
|---|---|
| Lines/Card 1 Cards/Sheet 2<br>ns: ______ | Sheet___of___ |

Sys. Id.

| | | | |
|---|---|---|---|
| 77 | 78 | 79 | 80 |
| | | | |

NEOUS RESOURCE CHARACTERISTICS

rtional
sis

| | |
|---|---|
| 9 | 30 |
| | |

Misc.
Type
Code

| | |
|---|---|
| 11 | 12 |
| | |

Type
Name

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | | | | | | | | | | | |

Proportional
Basis

| | |
|---|---|
| 29 | 30 |
| | |

per sheet of miscellaneous resources that are attached to cost centers;

pe, as needed, to code all miscellaneous resource types.

64

| | | |
|---|---|---|
| Coder ______________ | Session ______<br>Run Number ______ | Punching Instructions: Lines/Card 1<br>Decimal points ar |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| M | I | S | C | E | L | L | A | 0 | 2 |

MISCELLANEOUS RESOURCES BY

| Cost Ctr. Level | Code | | | Misc. Type Code | | Quantity | | | | | Misc. Type Code | | Quantity | | | | | Misc. Type Code | | Quantity | | | | | Misc. Type Code | | Quantity | | | | | Misc Type Code | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**Explanation:**

(a) Code across the page, eight miscellaneous resources per
(b) If the number of resources at each cost center exceeds
beginning of each line used.
(c) Where miscellaneous resources apply to all cost centers

(d) Quantity must be expressed to two decimal places.
(e) Use additional coding sheets of this type, as needed, t

US-MINNESOTA Input Document

Lines/Card 1 Cards/Sheet 10

ons: Decimal points are not to be keypunched

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

ELLANEOUS RESOURCES BY COST CENTER

| y | Misc. Type Code | Quantity | Misc. Type Code | Quantity | Misc. Type Code | Quantity | Misc. Type Code | Quantity | Misc. Type Code | Quantity |
|---|---|---|---|---|---|---|---|---|---|---|
| 35 | 36 37 | 38 39 40 41 42 | 43 44 | 45 46 47 48 49 | 50 51 | 52 53 54 55 56 | 57 58 | 59 60 61 62 63 | 64 65 | 66 67 68 69 70 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

ellaneous resources per line.
ch cost center exceeds eight, repeat the cost center level and code at the

ply to all cost centers at one level, code only the cost center level.

o decimal places.
this type, as needed, to code miscellaneous resources at all cost centers.

CAMPUS-MINNESOTA Reporting Control

| | | |
|---|---|---|
| Coder ____________________ | Run Number _____ | Punching Instructions: Lines/Card_ |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| I | N | R | E | P | O | R | T | 0 | 1 |

INPUT REPORT CONTROL

Input Type of Report 11

Report Frequency Control 12

Report Sub-Type Control 13 14 15 16 17 18 19

Input Type of Report 20

Report Frequency Control 21

Rep Sub- Co 22 23 24

CAMPUS-MINNESOTA Report Control Document

Lines/Card 1 Cards/Sheet 9

Sheet___of___

ons: ________________________________________

**Sys. Id.**

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

PUT REPORT CONTROL

Report Frequency Control

| 21 |
|---|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

Report Sub-Type Control

| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
|---|---|---|---|---|---|---|
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

Input Type of Report

| 29 |
|---|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

Report Frequency Control

| 30 |
|---|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

Report Sub-Type Control

| 31 | 32 | 33 | 34 | 35 | 36 | 37 |
|---|---|---|---|---|---|---|
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

CAMPUS-MINNESO

| | | |
|---|---|---|
| Coder ____________ | Run Number ______ | Punching Instructions: Lines/C |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| I | N | R | E | P | O | R | T | 0 | 2 |

INPUT COMME

Experiment Descripti

| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

CAMPUS-MINNESOTA Report Control Document

ns: Lines/Card 1 Cards/Sheet 3

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

COMMENT

Description

| 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Sequence Check

| 71 |
|---|
|  |
|  |
|  |

CAMPUS-MINNESOTA Report Con

| | | |
|---|---|---|
| Coder ________ | Run Number _____ | Punching Instructions: Lines/Card 2 Ca |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| O | U | T | R | E | P | O | R | 0 | 1 |

OUTPUT REPORT CONTROL

| Cost Ctr. Level Code | | | | Output Report Type | Output Report Sub-type | | | | | Cost Ctr. Level Code | | | | Output Report Type | Output Report | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 |

PUS-MINNESOTA Report Control Document

Lines/Card 2 Cards/Sheet 3

Sheet ___ of ___

| Sys. Id. | | | |
|---|---|---|---|
| 77 | 78 | 79 | 80 |
| | | | |

UTPUT REPORT CONTROL

| Output Report Type | Output Report Sub-type | | | | | Cost Ctr. Level | Cost Ctr. Code | Output Report Type | Output Report Sub-type | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 33 34 | 35 | 36 | 37 | 38 | 39 | 40 |
| 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 63 64 | 65 | 66 | 67 | 68 | 69 | 70 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 33 34 | 35 | 36 | 37 | 38 | 39 | 40 |
| 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 63 64 | 65 | 66 | 67 | 68 | 69 | 70 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 33 34 | 35 | 36 | 37 | 38 | 39 | 40 |
| 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 63 64 | 65 | 66 | 67 | 68 | 69 | 70 |

CAMPUS-MINNESOTA Report Contr

| | | |
|---|---|---|
| Coder ________ | Run Number _____ | Punching Instructions: Lines/Card 2 |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| O | U | T | R | E | P | O | R | 0 | 2 |

OUTPUT REPORT

| Program Level | Program Code | Output Report Type | | Output Report Subtype | | | | Program Level | Program Code | Output Report Type | | Output Report Subtype | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11 | 12 13 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 23 24 | 25 | 26 | 27 | 28 |
| 41 | 42 43 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 53 54 | 55 | 56 | 57 | 58 |
| 11 | 12 13 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 23 24 | 25 | 26 | 27 | 28 |
| 41 | 42 43 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 53 54 | 55 | 56 | 57 | 58 |
| 11 | 12 13 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 23 24 | 25 | 26 | 27 | 28 |
| 41 | 42 43 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 53 54 | 55 | 56 | 57 | 58 |

PUS-MINNESOTA Report Control Document

ns: Lines/Card 2 Cards/Sheet ___

Sheet ___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
| | | | |

## OUTPUT REPORT CONTROL

| ram Code | | | Output Report Type | | Output Report Subtype | | | | Program Level | Program Code | | | Output Report Type | | Output Report Subtype | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 |
| 2 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 |
| 2 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 |
| 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 |
| 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 |

70

CAMPUS-MINNESOTA Experiment Documents

CAMPUS-MINNESOTA Input C

| | | |
|---|---|---|
| Coder ________ ________ | Run Number ______ | Punching Instructions: Lines/ ______ |

## GENERAL EXPERIMENT

| A<br>Second Level Command | | | | | | | | B<br>Third Level Command | | C<br>General Level Field | D<br>General Code Field | | | E<br>General Type Field | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

Explanation
(a) Code across the page, one experiment per line.
(b) The fields are labelled A to H. For the correct inform
combination of fields, to design an unique experiment,
(c) Use additional coding sheets of this type, as needed, tc

cument

Card___ Cards/Sheet___

Sheet___ of ___

Sys. Id.

| 77 | 78 | 79 | 80 |
|---|---|---|---|
|  |  |  |  |

CODING SHEET

**F**
Percentage
Increment
Change

| 17 | 18 | 19 | 20 | 21 |
|---|---|---|---|---|
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**G**
Absolute
Increment
Change

| 22 | 23 | 24 | 25 | 26 |
|---|---|---|---|---|
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**H**
Change
to
Value

| 27 | 28 | 29 | 30 | 31 |
|---|---|---|---|---|
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

ation that should be coded in the right
please consult the coding manual.
code additional experiments.

CAMPUS-MINNESOTA

| | | |
|---|---|---|
| Coder__________________ | Session _________<br>Run Number_________ | Punching<br>Instructions:______ |

Command Levels

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|
| O | T | I | M | E | | | | 0 | 1 |

**COST CENTER**

**Cost Center**

| **Level** | **Code** | | |
|---|---|---|---|
| 11 | 12 | 13 | 14 |
| | | | |
| 11 | 12 | 13 | 14 |
| | | | |
| 11 | 12 | 13 | 14 |
| | | | |
| 11 | 12 | 13 | 14 |
| | | | |
| 11 | 12 | 13 | 14 |
| | | | |
| 11 | 12 | 13 | 14 |
| | | | |
| 11 | 12 | 13 | 14 |
| | | | |
| 11 | 12 | 13 | 14 |
| | | | |
| 11 | 12 | 13 | 14 |
| | | | |

INPUT DOCUMENT

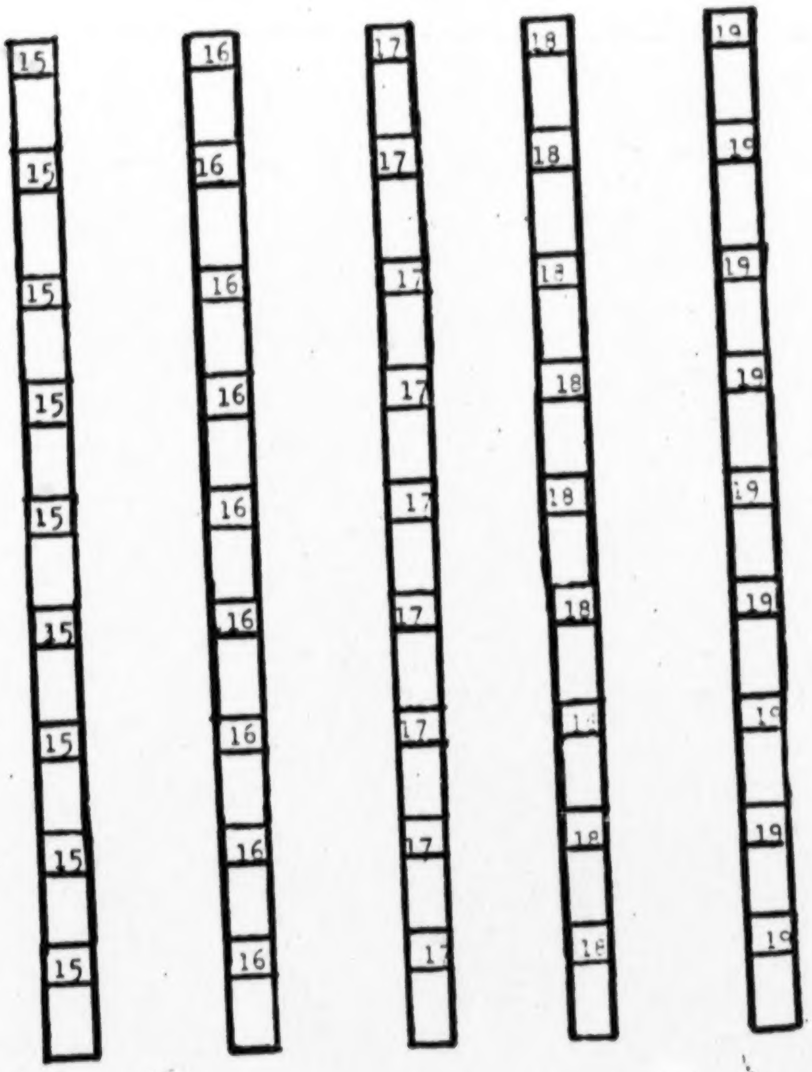
Lines/Card 1 Cards/Sheet 10

Sheet ___ of ___

Sys. Id.

OUTPUT REPORTS OVER TIME

Over Time Report Types


15
16
17
18
19